

PHYSICAL
EDUCATION



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Youngmen's Christian association

PHYSICAL EDUCATION

In the Young Men's Christian
Associations of North America

(REVISED EDITION)



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PREFACE

The present volume is a revision of "Physical Training," the Association textbook, written at the Lakehurst Conference. As that volume was the work of a number of different committees meeting separately with little chance for consultation with each other it necessarily contained many repetitions, and while some features of the work were unduly emphasized others were not given the space their importance demanded.

This revision is an attempt to correct those faults while adhering to the principle laid down at that gathering. The historical sketch and several of the chapters have been rewritten but wherever possible the text of the former volume has been used. Many suggestions by M. I. Foss and Dr. Geo. J. Fisher have added to the value and clearness of the text and acknowledgment is given them for their painstaking criticisms and for the parts written by them.

Owing to the limit set for such a textbook, the treatment of many subjects is necessarily brief and is suggestive rather than exhaustive.

G. F. P.

PHYSICAL EDUCATION

CHAPTER I

HISTORY

THE Young Men's Christian Association was organized by George Williams, a clerk in a drapery establishment at St. Paul's Churchyard, London, England, June 6, 1844.

This young man, an earnest Christian, and deeply interested in the welfare of his fellows, invited a group of associates in the same employ to meet in his room and talk over ways and means to improve the conditions of young clerks, especially their religious life.

The object of this parent Association was stated thus: "The improvement of the spiritual condition of the young men in the drapery and other trades."

This purpose was soon enlarged to include their mental and social needs. Attractive rooms were secured where reading matter was kept on file and popular lectures given. Membership was limited to members of churches and those that gave evidence of "converted character." Young men not Christians were admitted to associate membership, but took no part in the conduct or management of the organization. In 1848 a library was opened and a short time afterward the simpler forms of educational work were attempted. Physical training received no attention in this early movement.

The first Associations in America were organized in

Montreal and Boston in 1851, on the same basis as the English Association, the work being similar in character and scope.

The first mention of physical work is found in the Annual Report of Brooklyn, N. Y., Association in 1885, as follows: "It is undeniably true that the young men of our cities, especially those to whom the possession of that physical development upon which health of body, strength of mind, and even moral stamina are so necessary, require the stimulus and recuperative energy of recreation and manual exercises. . . . Relaxation, diversion, and animated recreation are a pressing need."

At the third Annual Conference of the Associations of North America, held in Montreal in 1856, the physical work came up for discussion and a special committee, of which George D. Bell of Brooklyn was chairman, was appointed to consider and report on the matter. It submitted the following:

"1. That as bodily health is intimately connected with mental and spiritual activity and development, anything which conduces to the same must be beneficial *per se*.

2. That, when properly conducted, gymnasiums, baths, and bowling alleys are beneficial to bodily health and development.

3. That the public sentiment in many of our cities in regard to bowling alleys renders it inexpedient for the convention to recommend their establishment.

4. That the convention recommends, where practical, the establishment of baths, to be as far as possible self-supporting, that is, to be maintained apart from the regular dues of the Association."

These resolutions were tabled.

In Washington, D. C., in 1856, a committee was ap-

pointed to consider and report plans for inaugurating physical work, but nothing was done.

The sentiment in favor of this movement, however, was gaining strength and could not be ignored.

In 1858 the Brooklyn Association reported a strong pressure in favor of physical training and the installation of bowling alleys. The Annual Report quotes the following from an address by Henry Ward Beecher: "The amusement question must be faced; men whose principal occupation is brain work need muscular amusement; men whose principal occupation is muscular work need brain amusement; two classes of amusement are needed — a so-called social and a muscular."

At the National Convention held in New Orleans in 1860, four years after the Montreal resolutions were tabled, the following was unanimously adopted: "That the establishment of gymnasiums is desirable and expedient, provided they be in all cases under exclusive control of such Associations as may choose to adopt this feature as a safeguard against the allurements of objectionable places of resort, which have proved the ruin of thousands of the youth of our country."

The Civil War rendered it impossible for the Associations to branch out into new lines and the agitation in favor of the physical work was held in abeyance for a time, but it was by no means eliminated. At the National Convention held in Boston in 1864, the Reverend H. C. Potter read an essay in which the following statement appears:

"Any machinery, however, will be incomplete which does not take in the whole man. . . . If our Associations would make it a question of how much they can afford toward giving healthful mental and perhaps phy-

sical recreation, what machinery they could put in operation."

All that was now needed was a leader of national reputation to crystallize this sentiment into actual effort. This leadership was found in Robert R. McBurney, the General Secretary of the Twenty-third Street Association, New York City, who, when planning the great building at Twenty-third Street and Fourth Avenue, at the suggestion of William Wood, who owned a private gymnasium, included in the equipment a gymnasium, bowling alleys, and baths. The plans were drawn by Mr. Wood and the apparatus with which it was equipped was designed and manufactured under his supervision.

In 1866 the Constitution of the New York City Association was changed to read, "The object of this Association shall be the improvement of the spiritual, mental, social, and physical condition of young men."

This building was opened in 1869 and Mr. Wood became the first Physical Director. The same year the San Francisco Association provided a gymnasium in its new building, but this was a much smaller structure.

Mr. Wood had the distinction of being the pioneer and forerunner of that splendid body of men who later became not only the leaders in the physical work of the Association, but of the physical training movement throughout the entire country. He brought to the work a large experience gained in conducting a private gymnasium, and under his enthusiastic and energetic management the movement was a success from the very first.

At this time physical training in the country was in a chaotic state. The German and Swedish systems had been imported unchanged, but except in isolated instances, had not met with popular approval. Dr. Dio

Lewis with his system of light gymnastics had popularized the lighter forms of exercise, but there was nothing that could be called an American system. Athletics and games were extensively indulged in, baseball, a distinctly American game, being the favorite, while cricket, lacrosse and football had many devotees.

Three colleges had built and equipped gymnasiums in 1860, namely, Amherst, Yale, and Harvard.

In 1861, Edward Hitchcock, M. D., a graduate of Amherst College and Harvard Medical School, was called to take charge of Amherst College Gymnasium and the following appears in a report of his work made to the Board of Trustees of the College in 1881. It is a fairly accurate description of the character of physical training carried on by colleges and schools in this early period:

“Physical culture, as expressed to Amherst College students by the experiences of the past twenty years, means something besides, something in addition to, muscular exercise. It includes cleanliness of skin, attention to stomach and bowels, relaxation from daily mental work, freedom from certain kinds of petty discipline, but with so much requirement and restraint as will give coherence, respect, and stability to the methods of maintaining health and the men employing them. The way in which students here are called upon to secure health and its correct and normal maintenance for college requirements, is to be sure of some active, lively, and vigorous muscular exercise at stated periods; not requiring a rigid military or hardening drill of certain portions of the body, but offering them such exercises as shall, while regularly engaged in, be vigorous, pleasant, recreative, and at the same time, even without a manifest consciousness of it, be calling into exercise their powers in active, vigorous, easy, and graceful movements. Light wooden dumb-bells, weighing about one pound each, are placed

in the hand, and then a series of movements are directed and timed by music, occupying in all from 20 to 30 minutes each day, and are simultaneously performed by a whole class under the lead of the captain. . . .

"During the first few years of our work, the simpler and easier forms of heavy gymnastic work were required of all the classes; every man was expected to practice heavy gymnastics under the direction of the leader, one of the class. This became very tedious work, irksome and impossible for men to do except with such effort, moral and physical as was injurious to be put on a large part of the class. . . . But it was found out that the men who were sound in all four of their limbs and eyesight could go through movements enough with wooden dumb-bells to secure the necessary muscular waste and development for healthful study, and hence no requirement for heavy gymnastic work has been made of any student for the past fifteen years. At the same time there are a few who take as naturally to heavy gymnastics, and as profitably too, as ducks to water, and these are allowed and encouraged to reasonable efforts in this direction. These at first are guided and watched, but they are at length allowed and expected to go on with their exercises in this direction at their own discretion, save with the aid of one of the members of the older classes who has shown himself the best gymnast in the college."

The type of work conducted by Mr. Wood was largely of this character. A vigorous and rapid calisthenic drill with wooden dumb-bells was followed by a few minutes on the apparatus, the period ending with a run around the gymnasium floor, the indoor running track not having been invented. Mr. Wood was not a promoter and the influence of his work was not felt outside of New York City. In a word, he was a gymnastic instructor only and was in no sense an Association officer. To the work of the other departments, and especially the re-

ligious, he felt no responsibility. This was not at all strange, for the attitude of the religious leaders of the Associations was one of tolerance, if not active opposition to the physical work, and it was considered largely in the light of an attraction to draw young men under religious influence.¹

Physical work now became a permanent feature of the Association activities and in nearly all the new buildings erected accommodations were provided for its prosecution. At first grudgingly, but later, as its importance was recognized, spacious and well-lighted and ventilated rooms were planned. Brooklyn and Boston erected gymnasiums which were models for their time.

The progress of the movement met with opposition from many of the religious leaders of the Association who could see no relation between the spiritual and physical natures of men. The conception of the unity of man had found no place in the thought of the majority of its secretaries and lay workers. The movement lacked the essentials of Christian leadership. This introductory period lasted for about fifteen years.

In 1877, the Boston Association engaged the services of Robert J. Roberts, an earnest Christian young man, as physical director, and it was largely through his efforts and those of the men whom he trained that the physical work came to be recognized as an important adjunct to the religious work.

Mr. Roberts entered the Association work at a critical period. He was an enthusiast in physical training. Previous to his employment by the Association his evenings were given up entirely to gymnastics. He was a

¹ Mr. Wood continued in charge at this Association until the fall of 1888, when he retired to take up business, having been twenty years in the service.

member of the Union Gymnasium, Dr. Winship's gymnasium, and the Association gymnasium, in each of which places he spent two evenings every week. The Association at Boston had been very much discouraged with the results of its physical work and was contemplating discontinuing it when Mr. Roberts asked for a trial as instructor. When he took charge the membership was 226, but in 1885, nine years later, it had increased to 1,270.

His enthusiasm was unbounded. He became dissatisfied with the type of work with which he had been familiar. The heavy work of Winship convinced him, he says, "that health did not necessarily improve as strength increased," and that the heavy lifting of Dr. Winship's system did not yield the "greatest good to the greatest number, physically speaking," and Dio Lewis's exercises he considered too light. Dr. Leonard, in "Pioneers of Modern Physical Training," quotes him as saying:

"I noticed that when I taught slow, heavy, fancy, and more advanced work in acrobatics, gymnastics, athletics, etc., that I would have a very large membership at the first of the year, but that they would soon drop out because they could not do the work, and . . . the weak members would not renew the next season. . . . I give most of my attention to those who need it most, the beginners, and those who cannot for various reasons do the more advanced work. By . . . pushing simple work I can get more men to go into it, and find it easier to get leaders to teach it, and also can run more classes in a day. . . . In the competitive work and the harder kind of safe exercises the men leave the classes and become spectators, but when I reach easier work the crowd do the work and the few look on."

Mr. Roberts also emphasized trunk exercises, rather than those of the legs and arms, so as to influence the respiration and circulation favorably and keep the abdominal organs in a condition of healthy activity. He gave special attention to the muscles which expand the chest, draw back the head and shoulders and hold the body erect. According to the "Roberts Platform," as it came to be known, all exercises should be safe, short, easy, beneficial, and pleasing. They must be safe for the man who does them, i. e., well within the limit of his capacity at the time. When apparatus is employed such work must be selected that the members of the squad or class follow each other rapidly without tedious waits. No exercise must represent more than a slight advance over others which have preceded it. "Each must serve some definite and useful end," instead of being chosen at random and with nothing in mind beyond the mere desire to keep the class busy. It must give pleasure, if it is to exert its full effect and not degenerate into a sort of monotonous and mechanical "grind." These principles found illustration in the "Roberts Dumb-bell Drill," and the little volume of "Classified Gymnasium Exercises, with Notes," which were very generally used in Associations twenty years ago.

Not the least of the contributions of Mr. Roberts to the physical work was the large number of men he trained for the physical directorship. During the years 1885, 1886, and 1887 he sent no less than twenty-eight men into the work. Dr. L. H. Gulick thus sums up his contribution to physical training in the Association:

"He developed a distinctive style of gymnastic work which is exceedingly simple, is attractive, can be operated in large classes, is effective in relation to the vital

functions of digestion, circulation, and respiration, and which can be successfully taught by teachers of mediocre ability. The wholesome and helpful personality of the man, his unswerving loyalty to his own platform, and the enthusiasm for right living with which he inspires his classes have made him a notable figure among his colleagues. The 'Health Hints' and other short articles published from time to time, chiefly in the *Young Men's Era* and other Association organs, have been lay sermons on his one text, 'Hygienic body-building.' Among other inventions and improvements in gymnasium equipment, we owe to him the indoor shot, the medicine ball, the thick felt mattress, and the felt and canvas running track. The objective of Mr. Roberts' work can be summed up in one word — Health."

Another man to whom not a little credit belongs for breaking down the prejudices of the religious leaders against physical work was J. Gardner Smith, a strong Christian worker, who was in charge of the physical department at the Young Men's Institute, New York City, while a student at the College of Physicians and Surgeons. He organized the first Leaders' Corps in the Association in 1885 and conducted a *strong* religious work among the members of the Physical Department, his Sunday morning Bible class being especially popular and successful. He spoke before many Association gatherings and to his influence the Physical Department owes much of its earlier success. Dr. Smith remained in the work for many years as Physical Director of the Harlem Branch, New York City. He resigned to become Director of Physical Education of Public Schools in New York City, which position he resigned to give his entire time to the practice of medicine.

The Physical Department of the Association was now entering upon a period of rapid expansion. In 1885

David Allen Reed, a clergyman in Springfield, Massachusetts, organized a school for the training of secretaries for the Association work. In 1887 this course was enlarged and a Department of Physical Training was organized under the leadership of Dr. Luther H. Gulick and associated with him was R. J. Roberts, who had been called from Boston.

Dr. Gulick, while a student at Oberlin College in 1885, where he had as roommate Thomas D. Wood (now Dr. Wood of Columbia University), became interested in physical training through a series of circumstances described by himself thus:

“The advent of one of Dr. Sargent’s graduates, Miss Delphine Hanna, now Dr. Hanna, had brought to our minds in a more vivid way than ever before, that there really was such a thing as scientific teaching of gymnastics, genuine body building. We had both of us been very much interested in the gymnastics and athletics of the college, had identified ourselves thoroughly with all the work that was going on in these lines, and had read as far as we were able to what had been written on the subject at that time. Blaikie’s ‘How to Get Strong,’ particularly the chapter entitled, ‘What a College Gymnasium Might Be and Do,’ filled us with enthusiasm. One Sunday afternoon we took a long walk out into the woods, and sitting beside a rail fence we looked forward to the future of physical training. That day, that hour, was a turning point for both of us; and . . . the glimpse which we secured that day of the future has remained . . . a prophecy of the work which each of us was to do.”

Dr. Gulick was so impressed by the importance of the subject and its immediate necessities and opportunities that he gave up his studies at Oberlin to attend Dr. Sargent’s Normal School of Physical Training at Harvard. The following spring he became physical director

of the gymnasium in the Association at Jackson, Michigan, but resigned in the fall of the same year to take up the study of medicine at the University of New York. In the summer of 1887 he and R. J. Roberts, conducted the first Summer School for Physical Directors at Springfield, Massachusetts, and in the fall he organized the Department of Physical Training in the School for Christian Workers. At the same time he continued his studies at the Medical College and gave part time to the International Committee in an advisory capacity on the physical work at large. He graduated in medicine in 1889 and then gave his entire effort to organizing the work of the school and supervising the general work as secretary of the Physical Department of the International Committee.

To Dr. Gulick belongs the credit of establishing the physical work of the Association upon a sane and scientific basis. His studies and writings on the philosophy of exercise, and the biology, psychology, and physiology of adolescence, were not only a stimulus to the physical work in the Association, but to the physical training movement throughout the country. His writings created an enlarged interest in the work for boys and his paper on the "Psychological, Pedagogical and Religious Aspect of Group Games," is one of the classics of the literature of physical training. He laid particular emphasis on the unity of man and introduced the equilateral triangle, base upward, as a symbol of this unity, the sides of the triangle representing Mind and Body respectively, the top, Spirit. This was adopted as the International emblem for the whole Association movement.

The progress of the physical training movement was now both rapid and permanent.

A Summer School for Physical Directors was conducted from 1887 to 1891 by the Springfield School. In this latter year basket ball was invented by Dr. Naismith, then one of the students at the school. In 1892 it called the first Summer Conference of Physical Directors, at which the preparation of a gymnastic and calisthenic nomenclature was begun. These conferences were the birthplaces of many of the present successful features of the physical work.

The discussion of anthropometry was one of the chief features at the conferences, and out of these discussions arose that extensive system of measurements and tests which held for so long a time a large place in the physical examination but which have now been almost discarded.

Emphasis was placed upon the all-round work, and Dr. Gulick brought out the indoor and outdoor pentathlons, which were received with immediate favor. He also introduced the point system of scoring which has since come into almost universal use.

At the International Convention in 1889 and 1891 the advisability of forming an athletic league within the Association was discussed and at the International Convention of 1893 the Physical Department Committee of the International Committee was instructed to present a working plan for such an organization to the next convention.

At the convention held in Springfield in 1895, the International Committee was directed to proceed with the organization, which it did, and on February 13, 1896, the constitution of the Athletic League of North America

was adopted, which placed the direction of the League with the International Committee. The purpose of the organization was stated as follows:

1. The furtherance of Association Physical Department work.

2. The institution, regulation, and government of inter-Association gymnastic and athletic meets of all kinds.

3. The securing and maintenance of a genuine amateur basis in Association sport.

In the first year of its existence 87 Associations joined the League. It published its first handbook in 1897, which contained, besides the Constitution and By-laws of the League, rules for various athletic events, working schemes for all-round competition, rules for marching, dumb-bell drills, apparatus work, etc., all of which were the result of the work of the Summer Conferences of Physical Directors which were now called by the League.

In 1889 the League affiliated with the Amateur Athletic Union, the national body controlling athletics in the United States and Canada.

In 1884 a Western Conference was held at Lake Geneva, Wisconsin, and in 1890 a Department of Physical Training was organized at the Association Training School at Chicago.

The Physical Directors' Conference up to this time was in no sense a representative body, and all its recommendations were subject to the approval of the Athletic League.

In 1902 the first Physical Directors' Conference was called at Jamestown, N. Y., by the directors themselves, and the Physical Directors' Society was then organized. This society has been the dominating factor in shaping

the policies and standards of physical work in the Association in later years.

The Physical Department, now possessing a strong internal organization manned by a body of trained Christian specialists, has entered upon a period of extension.

Physical Training, published monthly, has been able to conduct a program of education which has been an efficient means of unifying and propagating the various Physical Department activities.

Dr. Gulick resigned both from the School at Springfield and as Secretary of the Physical Department of the International Committee to become head of the Department of Physical Training in the public schools of New York City.² Dr. George J. Fisher, who had been Physical Director at Cincinnati and Brooklyn Central, was appointed to succeed him. Dr. Fisher brought to the office the qualities of leadership most needed at this time, those of the promoter and organizer. Under his guidance the work of the Association has been extended to include not only those young men and boys within the Association, but also the young men and boys of the community at large. During his administration many phases of the work have been organized on a national basis. A National Health League has been founded; a National Leaders' Corps organization effected; great campaigns for teaching swimming have been conducted, and a new religious emphasis has been given to the whole movement.

As president of the Physical Directors' Society he has been the leading spirit in its gatherings and as editor of

² When the United States entered the war, Dr. Gulick accepted a commission from the War Work Council to go to France and make a report on conditions in the camps of the American forces. On his return he wrote his report and then went to his camp on Lake Sebago, Maine, for a much needed rest. There he died suddenly on the morning of August 13, 1918. His death leaves a large vacancy in the ranks of the apostles of Physical Education and Hygiene.

its organ, *Physical Training*, he has wielded an influence which cannot be overestimated. As secretary of the Athletic League he has successfully championed the "clean sport" propaganda and been the chief instrument in changing the basis of amateur athletic organization and competition. His influence has been widely felt outside the Association movement and he has been called upon to discharge many important duties in kindred organizations. In 1916 he was appointed by Governor Whitman of New York to be one of the commission to plan and put into operation a system of physical training for all public schools in the State of New York, as provided for in the Compulsory Military Training Law.

In this later period great buildings have been constructed with magnificent equipment and splendid natoriums. The whole work has taken on a magnitude and completeness commensurate with its importance. The Physical Department of the Association has furnished the model in both equipment and method for a large variety of similar institutions, churches, settlements, boys' clubs, etc. Its work has been extended to foreign lands where it has found an eager acceptance in almost every country in the world, Oriental as well as Occidental. Everywhere the call has come for the American type of work and its spread is only limited by the means to equip it and the men to supervise it.

A number of Summer Schools have been organized to supplement the work of the regular training agencies at Springfield and Chicago, and to aid in meeting the greatly increased demand for physical directors. Those at Lake Geneva, Wisconsin, Silver Bay, New York, Couchiching, Ontario, Black Mountain, North Carolina, Estes Park, Colorado, Asilomar, California, and Seabeck,

Washington, have been largely attended not only by those already in the work who sought to supplement their previous training, but by members of the leaders' corps and others who were looking forward to entering the field of Christian service.

Meanwhile there had been a growing dissatisfaction with the form of alliance with the Amateur Athletic Union. Dr. Kallenberg of the Chicago School, in 1908, with others organized the Cook County Amateur Athletic Federation to solve a local problem, and this organization proved such a success from the very first that the movement spread into many other fields.

The Physical Directors' Conference held at Columbus, Ohio, in July, 1911, recommended to the International Committee that the alliance with the Amateur Athletic Union be terminated and the League be reorganized on a basis more in keeping with the spirit of athletic competition as conducted by the Association. (See "Athletic League Handbook.")

The Physical Directors' Society in June, 1913, passed a resolution that the time seemed ripe for a conference of leaders to state objectives clearly, revise policies, and establish higher standards.

Through the liberality of George D. Pratt, Chairman of the Physical Department of the International Committee, A. A. Hyde of Wichita, Kansas, John Penman of Paris, Ontario, John W. Ross of Montreal, and James Stokes of New York, such a conference was called to meet at Lakehurst, New Jersey. Twenty-five of the representative leaders of physical training in the Association were brought together and spent eight days going over the entire work of the Department.

This was a memorable occasion and marked a new

epoch in the work. The entire field of the Physical Department was discussed, resulting in a unity of aim and method and a new impetus in the whole movement. The following pages are based largely upon the result of the work of the various committees of that Conference and furnish a basis for the work in the local Associations and for teaching Physical Department methods in the various normal training agencies.

The great World War has just closed, during which the Physical Department was called upon to furnish hundreds of leaders to organize recreative work in the camps and on the battle fronts of the Allied armies and it responded nobly. A brief account of this is given by Dr. Fisher in the last chapter of this volume.

CHAPTER II

THE FIELD AND SCOPE DEVELOPMENT

THE Field and Scope of the Physical Department have broadened in proportion to the vision which its leaders have had of the influence exerted by physical training upon the lives and characters of men. A study of its history reveals five distinct steps in its advance to its present important position in Association policy.

First: It was undertaken simply as a counter attraction to the increasing number of questionable amusements in the large cities and as a means of bringing men under the religious influence of the Association.

Second: Health came to be recognized as a prime factor in moral as well as business success. As the population in the large cities became more and more congested and the opportunities for healthful recreation and exercise correspondingly decreased, the results were seen in diminished vitality and an increase of viciousness in the lives of young men.

Third: The urbanization and specialization of industry also lead to a distinct loss in efficiency of the neuromuscular system and the need of organized gymnastics and games was recognized for meeting this condition.

Fourth: The Association next came to recognize that exercise was not the only factor in the maintenance of health but that every phase of physical life must receive proper attention if the best results were to be obtained.

It therefore introduced its program of "Health Education," which aimed to give instruction on all matters pertaining to right living.

Fifth: With advancement of biological knowledge, the large place which plays and games held in the development of character opened before the Association a vision of perhaps its broadest field of usefulness, that of using its recreative features as a means of determining and directing those varied racial traits which are fundamental to a fully developed Christian manhood.

The following from the address by Dr. Gulick at the time of the formation of the Athletic League, puts the matter concisely:

"Can the Young Men's Christian Association put character above victory? If it can, it will find sport a splendid auxiliary to the building up of character. If it cannot, it will find in sport one of the most competent means for the introduction of those elements which tend to the breaking down of character."

Not only has the field and scope of the Physical Department broadened in its efforts to improve the Association member, but it has sensed its responsibility to all the young men of the community in which it is organized. The Association today is considered a community proposition and by its supporters is held responsible for extending its various activities, as far as possible, to all the young men and boys within the sphere of its influence.

The Physical Department, in harmony with this program, has moved outside its great buildings and seeks to propagate and conduct its work in schools, churches, settlements, and playgrounds, either by direct control or in an advisory capacity.

The following was a presentment made at the Lakehurst Conference:

1. It being the special field of the Physical Department, and because of the technical training of the physical director, it is their duty to promote the physical welfare of the whole membership and they should plan and inaugurate a comprehensive program for health education in cooperation with the other departments.

2. It is the business of the Physical Department not only to plan and present a comprehensive and scientific program which will meet all the physical needs of men and boys within the membership, but also when this work is sufficiently established, and as time and opportunity presents, project this program to those outside the membership, by additional organization and cooperation with existing agencies.

The Association was organized primarily to meet the needs of city young men. It has come to realize in later years that this need is just as great in industrial and rural communities. The Physical Department has been one of the most potent factors in opening these fields to Association influence. Indeed, apart from the direct physical benefits derived from physical training, the socializing effect of organized games and athletics has been one of the most marked features of this movement.

STUDY OF THE FIELD

One of the first essentials for occupying any field is a knowledge of its needs.

The field of the Physical Department being the men and boys of the community, the program of work presented must necessarily be of a character which will meet their needs and appeal to their interests. Though the principles of the work will remain the same, the

adaptation of those principles must be made in light of local conditions.

The following was presented at the Lakehurst Conference:

Every community has certain fundamental characteristics which have great significance to him who plans to meet its physical needs. Among these are the following:

Industrial Character

There is always a prevailing industry. A town may be given to heavy manufacturing involving a definite type of laborers, or to industrial enterprise with men of radically different habits and impulses. Commercial pursuits may stamp another place, while another may be the center of an agricultural district or a capital or a college city.

It requires but a glance at these differences to recognize that a single scheme of physical interest, or an arbitrary method, cannot possibly be applicable to all places alike. There must be adaptations.

Men of the rolling mills must be considered from the standpoint of their physical habit. Evidently their chief need is not muscle. Yet their impulses must be challenged in order to secure their attention. Again, the men of mercantile houses would hardly be attracted by what would appeal to the ironworker or the builder. Their tastes and physical habits indicate a course of training which will supplement the muscular inactivity of their sedentary occupation. Men of the mines can be appealed to most keenly by recreation and brightness. Men of the store counter gladly work to acquire muscle where its need is felt. It is not so much the specific work that is laid out or offered as it is the establishing of a natural point of contact with disinterested people who need help along physical lines.

Temperament

Every community has a distinctive temperament. This

may be recognized as conservative or progressive, moral or depraved, athletic or phlegmatic; but whatever it is, it furnishes a basis upon which the intelligent director will plan his work.

One would not think of establishing an extensive and expensive athletic field where the athletic interest is not pronounced; and dry routine and classwork will have but little appeal to those whose tastes and habits are emphatically athletic.

Clannish people are appealed to by group interests which are more or less exclusive, while the attempt to group others by classes will result in failure and offense.

Innovations, and frequent at that, are needed in some places, while others will tenaciously cling to old standbys.

Nationality

It is obvious that a community with a prevailing foreign population has traditions of its own, which the wise director should seize upon. Naturally a German community reflects the Turn-Verein and its methods, while the Scotch or English contingent will put emphasis upon open-air interests and will with difficulty be persuaded to accept routine work indoors. One can hardly expect a community mainly composed of people of French extraction to take enthusiastically to Swedish gymnastics, or a Scandinavian people to emphatic fencing.

The whole problem sums itself up into finding the thing men *want*, rather than *what we think they want*. To be sure there is their need, which may be at decided variance with what they want, but their attention must be challenged before you can meet their need, and this means winning their interest. Winning their confidence follows soon after: then you can do the best work for the man and he will accept it. But, after all, the work of the Association is to win men's interest, then their confidence, then themselves.

Accurate knowledge of the field can be secured best by means of a carefully planned "survey." This should be made even where the Association has been established for years. It has particular value preceding the construction

of a new building, as it may reveal facts which may have a definite bearing upon the site and planning of the proposed structure.

When the work has been conducted for some time without such a study having been made, it should be undertaken as soon as possible, to ascertain whether or not the best type of work is being conducted both in the Association and in the community.

Even where previous studies and surveys have been made, there is need for keeping in touch with changing conditions by constant study and observation.

In making the survey it should be kept in mind that the accepted policy of the Association's Physical Department is to consider as its field the physical need of every man and boy in the community whose need is not being adequately met by any other agency. Its policy should be, however, not necessarily to meet the need directly, but rather to see that it is met, and in many of these instances certain of these needs can best be met by some other agency. In such cases the Association should seek to energize the existing agency, or if it does not exist endeavor to create it.

How to Conduct a Study of the Field

There are three methods of conducting a study of the field:

1. The Physical Department committee and the physical director may make the study over an extended period of time without any other organized cooperation. Various phases are taken up in succession, as soon as one study is completed another is begun. This is unsatisfactory, as it does not create any great enthusiasm or interest, necessitates a great deal of work and involves much time on the part of a few men.

2. Under the direction and inspiration of the Physical Department committee and physical director, or as a part of the work of some organized class, the study is made by a larger number of men working as committees for a shorter period of time.

3. Although comparatively new, the "campaign"

method has given the best results. Under the direction of the physical director or some other expert the survey is conducted on the quick, short-term basis, in from four days to two weeks. The dates are decided well in advance so as not to conflict with other important events in the community.

At the "setting up" meeting the plan and scope of the survey is outlined in detail and the objective explained.

Every effort is made to secure the cooperation and attendance of the most influential and best workers in the community. A strong chairman is elected to preside at the opening meeting, and all meetings of the group as a whole. After the plan of the survey is outlined by the director, chairmen are elected or appointed for the various committees. These men together with the chairman, secretary, and director, constitute an executive committee. This committee draws up a list of sub-committees, placing each man who is to participate on one or more. Care should be exercised in appointing competent chairmen and committeemen. The number of committees will vary with local conditions and the number of men participating.

More than one phase of work may be assigned to one committee. The following is a suggestive outline for five committees :

1. Population and Vital Statistics.
2. School Hygiene.
3. Recreation and Amusements.
4. Public Hygiene.
5. Social Conditions and Sex Education.

Following the setting up meeting the various committees meet and are given a complete outline of the work which they are to cover. Each committee is instructed to make direct inquiry and report in writing upon the things assigned to it, e. g., the committee on schools is expected actually to visit all of the schools, or delegate members to certain schools, and ascertain first-hand the information called for.

The cooperation of state and local experts in the various phases of the work should be secured if possible.

All data which can be charted to advantage should be

so arranged. This will add greatly to the value of the study.

At the closing meeting all committees report in writing as to the conditions which they were to investigate and also present a list of definite recommendations which should be divided into two parts:

1. Those relating directly to the internal policy and program of the work of the Physical Department.

2. Those relating to the health and recreation of the community. The recommendations may be further classified as follows:

1. Those which can be carried out immediately.

2. Those which involve further investigation and later action.

(See Appendix, page 257 for detailed program.)

WORK AMONG BOYS

The following has been written by M. I. Foss as a general statement of the Boys' Work in the Association:

In their logical place will be found the principles underlying all physical work which applies to boys and men alike. Where they differ, reference has been made to that fact. The character of the work suited to boys has also been presented. There are, however, certain facts that relate to boys' and particularly to schoolboys' work in a peculiar sense that require special treatment which this chapter seeks to accomplish.

1. *Use of Physical Department.* The use of the Physical Department must be limited to given days and hours and during this time there must be continuous adult supervision. It has grown into an accepted practice to allow schoolboys the privilege of the Physical Department not more than three periods per week. The employed boys may be given greater freedom. When it is found that they visit the Department too frequently they are urged to interest themselves in the social, educational,

or Bible class features, since three vigorous work-outs each week are sufficient to keep the growing youth in good physical condition when added to the exercise of daily routine.

2. *Program of Activities.* Inasmuch as the school-boys are under constant direction, it is possible and altogether desirable to plan a schedule of activities that leads both to a well-rounded development and to a fair knowledge of a wide variety of exercise. The physical director must see to it, therefore, when outlining the season's work that every boy gets calisthenics, marching, gymnastics, athletics, and swimming in a balanced and proper proportion. He must also plan a recreative schedule that includes a carefully selected variety of games and play. Whatever specialization may be done in men's work, we must plan general work for the growing boys. Every year should see them broaden both in their ability to do and in their knowledge of physical activities.

3. *Use of Volunteers.* It is undoubtedly wise to have a separate Leaders' Club for each gymnasium group. This will mean a number of organizations where there is a large membership, but practice has proven its worth. In the Appendix, page 250, are found the constitution and regulations pertaining to the Standard Boys' Leaders' Clubs.

The need for the use of adult volunteer workers among boys is urgent. The boy is a hero worshiper and frequent association with virile Christian adults is most stimulating and wholesome. The wise physical director will carefully select men who from time to time will share with him the work with boys. Athletes, teachers, physicians, musicians, expert swimmers, and gymnasts can render efficient service and do much to keep the tone

of the Department on a high level. Let only men of unquestioned character be selected, however, as much harm will otherwise be done.

To coordinate the various classes, it may be wise to have a council consisting of a representative from each of the Leaders' Clubs, which shall map out the general program of work under the direction of the physical director.

4. *Cooperation with the Home.* It is advisable that regular reports of progress made by boys be sent to their parents. Should the examination reveal some weakness the parents should at once be informed. These points of contact will unify the efforts of Association and home and increase the value of the work.

Parents should be invited at stated occasions to inspect the work and be made welcome at any time.

5. *Relating the Boys to the Men's Work.* To lead boys through their department and into the men's department is a problem most difficult of solution. The boy may be an efficient leader among his fellows but when he passes on to associate with men he cannot at first be used as a rule.

The older boy and the younger man seems a problem in both departments, for a careful examination of several Associations reveals the fact that from the ages of twelve to fifteen and from twenty-two upward, we have goodly numbers but from sixteen to twenty-one proportionately less. It will undoubtedly require a special program of work with close attention on the part of the staff and we would urge a large place given to competitive work and social features. Competitive work must be interpreted in the broad sense and not the highly organized specialized variety.

The plan of graduating from the boys' division to the men's department is effective, as is also the bringing of groups of older boys to the men's department for a part in exhibitions and other events to acclimate them before their final separation. For volunteer workers among men to visit the boys is a help. The keyword must ever be individual attention, with special work for the younger men and older boys.

6. *Efficiency Tests.* Because of unequal growth and development, because of differences in temperament, because of environmental influences, and because of inherited traits, the formulation of a test or a series of tests that serve as indices of physical efficiency is most difficult if not altogether impossible. Certain broad facts are, however, obtainable which the worker with boys may use to splendid advantage. So called "Standard Tests" are in use among the schools of most cities. Boys able to pull up to broad and high jump and to run within a required minimum receive an award. Thousands of these awards are annually distributed. Sample Standard Tests may be found on page 233 of the Appendix.

The attempt to relate the physical to other phases of life and to make a scale for measurement is of recent origin. The latest of these is known as the "American Standard Program for Boys," which may be had by sending twenty cents to the International Committee. Quoting from the booklet, "(1) The program must provide for all sides of the boy's life; (2) it must be graded to meet the needs of boys of thirteen as well as nineteen; (3) it must be progressive, growing with the boy; (4) it must provide for individual work and group work, and be adapted to mass work; (5) it should provide for

the country boy as well as the city boy, the schoolboy and the boy who works; (6) it should be based on what is best for the boy."

Charts for the purpose of scoring physical efficiency alone are common.

7. Religious Work. It must always be uppermost in the mind of the director of physical activities with boys that they are at the impressionable age. They can be won for the Christian life easier than at any other time. Their religion is of the muscle type and hence intimately associated with their physical life. Special emphasis must be placed on clean athletics, right physical habits of all kinds, and their relation to Christian living. Respect for the human machine and its wonderful possibilities when properly used naturally leads to respect and love for the Creator. Thus sex education will become a part of physical education and that in turn related to Jesus as the great hero for all who would achieve success.

The interview method, the mass teaching, the entire membership spirit must savor of wholesome boyhood. To bring this about requires leadership that itself centers in the Almighty and close and constant contact and observation with all the boys. Bible classes, religious meetings, personal interviews, all must hold an important place, and the physical director will need to have a part in them all; but the easiest, most natural, and best way to do effective work is through the play life of the boy to teach him truth, justice, honor, service, and love, and then make him realize that the life embodying these is only possible to those who hold Jesus Christ as their ideal.

SPECIAL FIELDS

Industrial and Railroad

The industrial community of late years has assumed great importance as a field of service for the Physical Department. In no other is the need more manifest and the opportunity for service greater. The character value of recreative games and sports finds in this class the widest application.

The following outline is taken from the handbook "Among Industrial Workers," issued by the Industrial Department of the International Committee, and includes in addition to a description of the field and scope, an outline of the various activities which may be conducted by the Physical Department in these fields.

Definition

By "Industrial Workers" is meant those in any of the groups and engaged in any of the occupations as follows:

GROUPS:

Artisans and apprentices.

Semi-skilled laborers and machine operators.

Unskilled laborers.

Foremen, superintendents, and works managers.

Persons engaged in clerical, professional, or managerial work in operating or production departments.

1. *The Field in General.* The population is rapidly massing in cities, and here is to be found the greatest field, though by no means the only one, for the Association's industrial work.

	1880	1910
Urban Population	14,772,438	42,623,383
Rural Population	35,383,345	49,384,883

2. *The Field-Occupational.* The "industrial pyramid" shows that apart from the eleven and a half million in agriculture there were in 1910 eighteen and a half million males in gainful occupations in the United States. The growth in population and industry has increased this number to probably 21,000,000.

3. *The Field-Racial.* Native: The native-born white workers, numbering more than six and a quarter million in 1915 (43.8 per cent of the total), have the same claim upon the Association as the clerical and professional groups — to a smaller number of whom the largest part of the Association has always been given.

Foreign: More than half of all the skilled and unskilled workers are foreign born or born of foreign parentage. Their peculiar needs are the strongest possible challenge for Christian service.

Colored: What stronger appeal could be made than that which comes from a knowledge of the needs of the million or more colored workers in industry? Their physical needs involve grave dangers and their education along right lines is of national concern. Their religious needs are great even though they are temperamentally religious.

To adequately occupy this field of skilled, unskilled, native and foreign-born workers requires special attention and effort. It will also require readjustment of the programs of most of the city and town Associations when the work has been adapted particularly to the clerk, the student, and the professional man.

4. *The Field — in Relation to Organized Industry.* The Association's field of service in industry lies within the zone of the agreements between employer and employees. It does not attempt to adjust issues, but it cre-

ates a spirit which enlarges the field of agreement. It creates an atmosphere in which adjustments of differences become easier. The Association is not partisan, and yet *it is more than neutral, it is mutual*. Its work should be confined as a rule to those activities which benefit both employers and employes or which have the approval of both.

5. *The Field—in Relation to Other Agencies.* To cooperate with and utilize other agencies is a basic principle in the Association. Nowhere are there more opportunities for such cooperation than in the realm of industry. The practice should be to render first the Association's all-round service and deliver its full message. Then it should help to strengthen and magnify every other agency to the fullest extent consistent with maintaining the Association's own service and message. There should be no transfer to another agency of any activity or responsibility, the removal of which from the Association's program will diminish the service or impair the message which the Association exists to give. To divest itself of a given piece of service, whether physical, educational, religious, or social, will be a good or bad thing for an Association to do, just to the extent that the peculiar work for which the Association exists is done or left undone.

Some Special Reasons for Attention to the Industrial Field

I. THE INCREASING NUMBER AND INFLUENCE OF INDUSTRIAL WORKERS

1. Sixty-six and six-tenths per cent of all the male population in Association cities of over 100,000 population are industrial.

2. Seventy and eight-tenths per cent of all the male population in Association cities of 25,000 to 100,000 population are industrial workers. (This calculation omits railroad employes in cities having railroad Associations and colored workers in cities having Associations for colored men.)

3. As a rule, wherever populations between 8,000 and 25,000 are increasing rapidly, industry is the principal cause and industrial workers are in the majority.

4. In populations under 8,000 the great majority of company-controlled industrial communities are found, and the trend of industry toward suburban and rural territory is rapidly making many small towns and villages industrial.

The economic, social, and moral status of a growing community is determined ultimately by the character of the workers in its industries, who are the majority. Therefore, by relating its service to industry, the Association can put the Christian character standard into the life of the largest number of individuals and raise the standard of the community life as well.

II. THEIR ACCESSIBILITY

The industrial workers are massed. Most of them are within reach of established Associations. Five per cent of the manufacturing plants contain sixty-five per cent of the workers, and most of these plants are in the cities and towns where the Associations are.

Because the workers are massed in relation to a single industry or group of industries, it is also possible to establish Association work right where they are.

III. THEIR NEEDS IN GENERAL

They are men and boys just like others. They need

the message of the Association, not because they are different from others, but just because they are men and boys.

IV. THEIR PECULIAR NEEDS

They do have peculiar needs, however, and these afford additional reasons for special attention and effort.

As Groups: They have special needs as groups. These needs are varied and include the physical, educational, social, and religious, but not all in the same proportion. Each group needs the ultimate objective of the Association-Christian character. The Association should know these groups and plan its work with reference to them:

Occupational Groups: Artisans, apprentices, semi-skilled workers, unskilled workers, etc.

Racial Groups: English-speaking, non-English-speaking, colored, Mexican, etc.

Other Groups: "Blind Alley" workers, boys in industry, etc.

V. BECAUSE OF CONDITIONS

They also have special needs growing out of their working, living, and leisure conditions. These needs may be met in many ways, including the following:

I. *Working Conditions.* Increasing wages by improving the workers' efficiency by education, etc.

Increasing the purchasing power of earnings by thrift methods, etc.

Increasing safety by accident prevention; teaching safety rules, first aid, and English to foreigners; popularizing the use of safety devices; and making sugges-

tions to employers concerning safety devices and methods.

Improving health by sanitation, health talks, health exhibits; installing baths, restaurants, hospitals, rest rooms, etc.

2. *Living Conditions.* The conditions surrounding the worker's family determine his working efficiency and his character growth. Therefore the Association should offer all possible service to improve them. Attention to the sons of workers is especially desirable.

The hygienic conditions of the home may be the legitimate concern of the Association — the need for wholesome food in the home may justify teaching domestic science to wives and daughters in the Association.

The character and sanitary conditions of the home should be a matter of special concern to the Association connected with a company which owns the residences. Crowded and immoral conditions in boarding houses of workers should claim attention from the Association everywhere.

3. *Leisure Conditions.* Recreation affects character more than occupation. The intake of life determines its output. Employers know that their interest and responsibility do not end when the whistle blows. The right use of leisure is imperative, not only for the best interests of the workers, but for the employer and society. The leisure hours have always been, and should continue to be, the Association's best seedtime and harvest. The Association should promote the constructive use of leisure — affording recreation, not dissipation. It should offer some compensation for the strain or monotony of industry. It should draw out of men the best

that is in them through wholesome environment, scientific methods, and leadership.

VI. WORK INSIDE THE BUILDING

The physical needs and conditions of these men can be met by work within the building, as follows:

1. Factory Leagues

A factory league for contests in indoor baseball, basketball, and volley ball at the Association gymnasium is now on the program of every alert physical director located in an Association within the manufacturing zone. In some cases a special night each week is set apart for this purpose and no charge made for the privilege. Contests between factories or shop departments follow one another, to the edification of the factory crowd that fills the running track and bleachers.

2. Special Gymnasium Classes or Facilities for Working Men

A well regulated Physical Department makes provision for industrial young men who, because they work on shifts or for other reasons, cannot conveniently use the gymnasium at regular class periods.

3. Special Physical Examinations for Industrial Men

In some Physical Departments that give particular attention to the physical requirements for different occupations, a local physician cooperates with the physical director in helping men secure and keep the physical fitness which their work demands. The testing of the eyesight and hearing of prospective chauffeurs in connection with automobile classes is an illustration.

4. Sex Instruction and Personal Hygiene Talks

These are usually given in a personal way by the

Christian physician or the physical director in the examining room.

Many working men are ignorant of the fundamentals of the care of their bodies and have been misled in early youth or grossly misinformed in later life on the vital subjects of sex and sex hygiene. The examining room is the ideal place to give this information.

5. Health Exhibits

At the entrance to the gymnasium or in places where the men using the physical privileges can leisurely look them over, health exhibits are used to good advantage. They may be prepared especially or the traveling exhibit of the national society may be borrowed. The anti-tuberculosis movement, the cigarette evil, scientific temperance, right and wrong foods, etc., are subjects that interest. These exhibits are frequently supplemented by health talks in the Association lobby or assembly room at the close of the evening gymnasium classes. At this time, too, literature bearing on the subject in question is distributed.

VII. WORK OUTSIDE THE BUILDING

Important as is the work within the building in serving industrial men and boys, the fact remains that the great bulk of service that the Association can offer will have to be done outside the building. The average American city, particularly if it lies within "the workshop of the nation" (i. e., north of the Ohio and east of the Mississippi), has more than half its male workers classified as industrial workers. In many communities the percentage runs over seventy and in some over ninety.

If every classroom of the Association building were fully occupied every night, if the gymnasiums were used

to capacity all the time and all the other building facilities worked to their limit, it would still be impossible to serve but a fraction . . . roughly less than ten per cent . . . of the men and boys of Association age. If the Association is to make itself a community factor of importance, it will have to project itself into the home, work, and recreational life of the largest class of men and boys that make up the community.

The places for making points of contact are not only the shop or factory where the worker is employed, but also the neighborhood in which he lives, the organizations to which he belongs, and the places where he recreates. Every physical director should consider as a part of his program, a line of work without the building as well as within. Neither must be slighted. Where possible, a specialist giving his entire time to this outside work is the most effective way of getting it done, but no Association should feel that it is limited only to what it can do for the membership because the funds or the man are not available for this outside effort. It is where real lay leaders should be enlisted and used to the fullest extent.

COOPERATION IN FIGHTING TUBERCULOSIS AND OTHER CONTAGIOUS DISEASES

Many Physical Departments of Associations located in industrial communities cooperate in anti-tuberculosis campaigns with national societies and local boards. Exhibits, literature, motion pictures, lantern slides, public lectures, and clinics are made use of in halls and vacant stores.

The employment of visiting nurses. This is a service rendered under particular conditions as to need, financial

support that can be secured, and the nature of the community. In mining camps and textile manufacturing villages a nurse has been found a valuable addition to the secretarial staff.

Lectures on sanitation, hygiene, sex instruction, and first aid in shops. This is an important projection of the Physical Department of a city Association and is usually worked cooperatively with the religious shop meetings committee. Sometimes it is the physical director who gives the instruction, but usually he counts on the help of Christian physicians. Manikins, human models, exhibit material and lantern slides, motion pictures, etc., are valuable aids. There are national organizations on health promotion and prophylaxis that issue in leaflet and pamphlet form valuable reading material that can be distributed to advantage in connection with these lectures.

Conducting field day sports for industrial workers. The Association can render good service in helping to cut out the gambling and beer drinking that is too often an unfortunate accompaniment of factory men's picnics. The physical director who has secured a friendly hold on the workingmen of the community or a given factory, can organize and handle these gatherings and keep them on right and wholesome lines.

Promotion of playgrounds. The Y. M. C. A. has assumed a leadership on the playground question in many cities. It has been responsible for starting the agitation for open spaces and playground facilities in congested districts and in addition has helped to furnish some of the necessary supervision. There are few services that the Association can render the community more appre-

ciated than the securing of properly supervised playgrounds for the children of the working people.

Athletic sports at noon hours in factories. By a physical director's visit to a factory at the noon hour and holding an impromptu jumping contest, there developed in one city a popular series of noon hour athletic contests at the various shops and factories. Events such as the standing broad jump and shot put, that did not call for much space or equipment were used, and with them a system of grading was worked out that made it possible for small factories to compete with large ones. This aroused such public interest that the daily papers gave considerable space to reports of contests and provided handsome prizes for teams and individuals. Entering into these brought freshness and zest to the men for their afternoon work. An incidental by-product was the enrolment in the Physical Department of a large number of industrial men.

Twilight or Saturday afternoon baseball leagues. Gambling, profanity, Sabbath-breaking, and unclean sports can be and have been overcome by the introduction of twilight or Saturday afternoon factory baseball leagues. When successfully managed, such a league gives the Association a strong hold on the city-wide interest in the sport and saves the contests from becoming tinged with professionalism.

Promoting an interest in accident prevention. The Association may have a share in the widespread safety movement by holding lectures, displaying exhibits, giving demonstrations, and instructing foreign working people in safety English, at the noon hour in shops and factories. One Association worker saved the industries al-

most enough on their accident insurance premium to pay his whole budget.

Interfactory athletic meets in armories. Where interest in athletics has been well worked up among the factories of a city, it might culminate in a large athletic meet in a factory or hall with a contest conducted on the same high grade basis as indoor intercollegiate events. Not only athletics, but final indoor baseball championships, or volley ball or basket ball games could be played.

Outings and week-end camping trips for working boys. This is an investment of time and effort that yields rich dividends to the Association's employed officer. Not only does it bring the working lad from the too often sordid home surroundings and benumbing effects of working at a dead-end job into contact with God's great out-of-doors, but it also gives him a new outlook on life through the intimate touch with a Christian leader as they talk by the mellowing influence of the camp fire. To many a working lad, life has taken on a new meaning after such an experience.

Cooperation with gymnasium and athletic societies. The various athletic organizations of the city that make an appeal to working men may be cooperated with in developing high athletic standards and encouraging clean sport.

Evening games in factory lots for working boys. For an hour or two in the early evening after supper, group games may be organized and supervised for factory boys in the neighborhoods where they live. These serve to satisfy a rational craving for recreation that otherwise might find an outlet in mischief, "rough-house," or indulgence in questionable amusements.

Conducting a sane Fourth of July celebration. This is a sensible bit of community cooperation in which every Association might share. In some industrial communities the whole program has been handled by the local Y. M. C. A. Especially has this been done in the isolated industrial fields, such as lumber and construction camps, mining towns, and sawmill villages. It is also being used as Naturalization Day by Associations working among immigrants.

Sex instruction in factories. In the attention now being given to sex education, the factory boy and man are not being overlooked. In some cases Associations are holding lectures at the noon hour in shops. These talks are given by the physical director, physician, or other qualified person. The sale or distribution of books or pamphlets is also the means used in getting the subject before married and unmarried men. Christian physicians and physical directors give personal advice to young men needing this kind of help by arranging for private appointments.

Clean-up day. Many of the neighborhoods where there are large numbers of unskilled workmen living can generally stand an annual clean-up. The Association cooperates with city authorities and other welfare service agencies in a popular effort to gather up old tin cans, rubbish, and anything that is unsightly or a menace to health. When rightly organized, the effort is accompanied with a good deal of enthusiasm and neighborhood pride.

RAILROAD WORK

The work among railroad men is essentially an industrial proposition and problems and conditions are not

radically different from those stated in the previous article.

The first gymnasium equipped for railroad men, exclusively, was the one in the "Railroad Men's Building," New York City, which was completed in 1887. A physical director was employed to give part of his time, but the work appealed chiefly to the office clerks employed in the Grand Central Station. Very few of the other workers made use of it. At present about fifty centers conduct work in gymnasiums for railroad men while two hundred report physical welfare work. The membership in these Associations is roughly divided as follows: $\frac{1}{4}$ are office men; $\frac{1}{4}$ shop men; $\frac{1}{2}$ road men.

The most marked success has been made in the promotion of group competition, organized by W. H. Ball, on several of the great systems. Thousands of the men have been reached and these gatherings have been notable for the social spirit fostered.

Outside of the office employes the largest field of service is presented in the recreative features of the physical program, which appeal to all classes of workers, and in a strong program for health promotion and education.

THE RURAL COMMUNITY

Heretofore there has been little athletic progress in rural communities because there has been practically no program. Here and there an interested and energetic pastor, school teacher, college graduate, or city athlete is putting his life into the play and athletics of his rural community with telling effect. Yet as a whole physical training is seldom associated, even in our thinking, with the country. If we have thought of the rural community in this connection at all it has been to make a passing

observation on the healthfulness of the country and its advantages to growing youth. This superficial thinking, with no real study, on the part of both country and city folk is largely responsible for the indifference regarding health and recreation so characteristic of rural communities.

When we consider that in 1913 there were 45,000 communities with 4,000 population and under in the United States and Canada, with over 12,000,000 boys and young men (or sixty per cent), representing 2,500 organizable counties in the United States and 500 in Canada, one can appreciate the breadth of the field open to this work.

Now let us consider briefly the actual conditions in rural communities. For a long time we have accepted the statement that the country is more healthful than the city. We have taken it for granted that it must be so because of the open spaces, the fresh air, the sunshine, the fragrance of the fields, running water, and the songs of birds. We have contrasted this with the congested city; the narrow hard-paved streets teeming with people and traffic, and walled in by skyscrapers shutting out the sunshine and filling the air with dust and dirt. We have contrasted the dirt and turmoil of the city with the tranquillity of the peaceful hamlet and village. Thus we have become fixed in our idea of the healthfulness of the country. But startling as the statement may appear, the death rate in cities is being reduced much more rapidly than in rural communities.

In the time of our forefathers the country was but thinly populated, the virgin soil was not polluted, the fresh waters were not contaminated, and the air was free from many of the germs which cause some of the most virulent diseases. Then, too, the manner of living was

very different from that of men on the farm today. Men of those days tilled the soil, felled the forest, hunted the woods, fished and paddled the streams, not indirectly through machinery as now, but personally, with only simple tools which involved the use of both mind and muscle. Theirs was a hardy life which developed a rugged constitution well able to withstand disease.

But a change has taken place; although not as great as in cities, it is nevertheless more dangerous, for in the city the change has been so rapid and marked, and its influences so pronounced, that attention has been compelled toward it. On the other hand, it has come so gradually and insidiously in the rural community that men have scarcely noticed it and they have continued to live as they did when they were more isolated — when every man was a law unto himself. Thus it is that the small town or village is in the greatest danger to-day.

In the average rural community little or no attention is paid to precautions against impure drinking water, and soil pollution through improper disposal of sewage and garbage. The location of the privy close to the house, or well, in many instances, with a manure pile oftentimes intervening, presents the most favorable conditions imaginable for the spread of contagious and filth diseases. This accounts for the prevalence of typhoid fever, dysentery, diarrhea, and kindred diseases in the country.

Dr. Charles E. North reports that sixty per cent of wells examined on farms, both in the eastern and western parts of the United States, were seriously contaminated with bacteria which are identified with sewage. Seldom does one find a screened privy or the use of disinfectants.

In one of the communities recently observed the sewage and garbage are emptied on the bank of a pond in which the boys swim in summer, and from which ice is taken in winter for general household use.

The majority of health officers await complaints of unsanitary conditions before taking any action, even when they are aware of the violation of a health ordinance and the danger which it occasions to the entire community. This is due to the knowledge, gained from bitter past experience, that action on their own initiative is sure to bring them into disfavor with the offender and with many of his family or political connections.

The same indifference is manifested in the lack of consideration for the physical welfare of school children. In some of the oldest states the sanitation of the rural schools is little short of criminal, not only because of a failure to provide for proper heating, lighting, ventilation, seating, and drinking water, but also because of a lack of anything approaching a proper and regular medical examination of the pupils. Experience leads us to believe that the need for such medical examinations in rural schools is as necessary as in the largest and most congested cities. Too often one is impressed with the number of defective and backward children in a school with an agricultural environment.

In one of the surveys thirty-six boys and girls of the fifth and sixth grades in a rural school were examined with the following results: Defective in vision, fifteen; defective in nose and throat, seventeen; defective in teeth, sixteen.

Only eight of the thirty-six were normal, while four were defective in three points, fifteen in two, and nine in one point.

Very little instruction is given in personal hygiene, and practically none in sex hygiene. Seldom is a health education talk given or literature on health distributed.

Practically no provision is made for recreation either in or outside of the school. The play instinct is suppressed and childhood is robbed of much of its normal joy. In many homes the boys and girls are treated and worked much like the hired help.

The athletics in the schools of the larger towns are fashioned after the college type of specialization, with little or no attention to the average boy; while the town teams in the majority of instances are influenced by professionalism, saloon control, Sunday games, and kindred practices.

Ignorance on the part of leaders, officials, and competitors is the one outstanding cause of most violations of amateur spirit. An adequate conception of the place and value of athletics, and a readiness on the part of the best element in the community to assume responsibility for the promotion and conduct of athletics on an educational and wholesome basis, are practically unknown.

Cash prizes at county fairs and Sunday school picnics, with a division of receipts, are typical examples of evils in athletics in the country.

The problems in rural work are very different from those confronting the city physical director. In the city one of the problems is to adapt the work to large numbers, while in the country the problem is to discover work suitable to small numbers. In addition it must include both sexes of all ages, and those of the open country as well as those who live in towns and villages. Then, too, the type of work must be different. In the city, emphasis is placed upon relaxation, and the rec-

reational side of physical training; in the country the emphasis must be placed upon that type of work which will stimulate a quick reaction and develop coordination.

In spite of the small numbers usually found in the average rural school, team play must be organized in order to develop the social and moral qualities which come through cooperation. This is best accomplished through group games. To this end play demonstrations are being given in the rural schools and at teachers' institutes by the county secretaries. Town picnics and play days are being organized for young and old.

County school athletic league contests have been developed by the International Committee. Through this league the schools of the county are organized to stimulate and supervise the play and athletics of the scholars.

The boys are classified by weight and each boy is encouraged to participate in all the events in his class, an accurate record being kept of each boy's standing in all events, and each boy's records counting in the school standard. In some instances as many as ninety per cent of the schoolboys of a county who are over sixty pounds in weight are participating in all of the events in their class. Details of the events may be found in the October (1911) number of *Rural Manhood*.¹

In this connection might be emphasized the principle of cooperation with existing agencies, which is fundamental in all of this work. The church, school, grange, farmers' institute, county fair and all such organizations and institutes are the channels through which the work of the county Association is projected.

The county leagues of town baseball, basket ball, and other team games afford a splendid means of establish-

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ing clean sport on a strong basis. In a number of counties such leagues have supplanted the regular Sunday semi-professional games by Saturday amateur games, and have been the means of transforming the games from occasions of debauchery into wholesome play days, not only for the teams, but for the entire community.

Intertown relay races, Boy Scout organizations, first aid classes, and "hikes" are among the possible activities. Wherever a leader has had sufficient experience, and equipment will permit, calisthenic drills and apparatus work may be made a part of the regular season's program.

A definite program of health education should be inaugurated including the use of health lectures, slides, films, and literature. Special attention should be given to instruction in sex hygiene. Local physicians can be secured to give addresses on preventable and communicable diseases, public hygiene, and first aid.

"Tin Can Day" and "Clean-Up Day" have been organized in which the boys and men of the community have united in ridding the streets, alleys, and yards of garbage and refuse.

Shower baths and swimming pools have been installed, school grounds equipped for playgrounds, and work and play supervisors employed.

The county camps, of which there were thirty-four in 1913, representing 236 different communities, with a total attendance of 1,546, may be mentioned as a part of the regular program of work.

Realizing the increasing necessity for a sane and progressive program of instruction in health education and physical activities, and to determine actual conditions in rural communities, surveys were conducted in 1912 in

ten rural communities located in New York, Kansas, and Colorado. From a local point of view the purpose of these surveys was to have the men of the various communities know their own locality by personal investigation and study.

In making such a survey, statistics regarding population, vitality, and morbidity, school attendance, etc., are secured in advance. A general meeting of all men interested in the survey is held, at which the purpose is explained and committees appointed to make a personal study, report, and offer recommendations under the following heads: Schools; public recreation, including amusements, playgrounds, and bathing facilities; community hygiene; sex hygiene; churches and Sunday schools; and living and working conditions.

During the two or three days of the survey these committees actually investigate the phases for which they are responsible. In this way every man is brought personally into touch with some vital problem of community interest and is compelled to give some definite thought toward its solution. The leading men of the community are not only made aware of conditions with which they were not familiar, but are led to ask the latest and best methods of meeting them.

At the final meeting each chairman presents the report of his committee. This serves to educate every man present, not only regarding the specific part which he was investigating as a member of one of the committees, but as to the entire scope of the survey.

Wherever possible facts are presented in graphic form by the use of charts.

Following the report each committee presents its definite recommendations, which are acted upon by the

meeting as a whole. These recommendations constitute a definite program of work which may cover a number of years, although the survey itself takes but a few days.

For a complete story of such a survey, together with other material relating to rural health and recreations, see the May (1912) number of *Rural Manhood*.

These surveys have proved an effective and quick way of arousing local interest in vital issues. In every instance very definite results have followed.

After such a survey one is not so apt to hear the oft-quoted phrase, "Well, this place is as good as any other, and in fact I think it is just a little better than most places of its size." Men have come to believe there are some things to be done and that it is up to them to get together and do them. They have realized the value of health recreation from a social, moral, economic, and religious standpoint, and have planned to give it a larger place in the home, school, and government. They have sunk politics, creeds, traditional differences, and petty quarrels in a common endeavor to perform some common task.

Practical suggestions are offered as to how the city physical directors may be a factor in the program and progress of physical training in rural communities.

In the first place, the county department of the Young Men's Christian Association invites the heartiest cooperation of the city Associations.

Some city physical directors are so situated that they do not come into contact with the rural field, while others are located in agricultural centers.

We must ever recognize and conserve the dignity of the farmer, and keep clearly in mind that he resents any disposition on the part of city folk to practice missionary

work on him. We must not undertake any form of extension work from our city Associations into the country, with an idea of doing the farmer good. In fact, he feels that he has been "done good and plenty" by the city folk too often.

We should consistently allow responsibility for all work to remain where it rightly belongs — namely, with the men of the local community, recognizing that a resident force must be the redemptive force, and that only as the local consciousness is awakened to its needs and led to make inquiry regarding the manner in which the community itself can meet them will there be any permanent good accomplished.

Local responsibility and local leadership are needed. This leadership must not only be discovered, but trained and set to work.

Another fact that needs to be emphasized is that the vital center is a personality and not a place. A building and equipment instead of being essential are in many cases a handicap.

Having carefully considered these few but important points, we may now pass on to some concrete ways in which the city physical director may find opportunities for service.

First, by helping to set up play and athletic programs and officiating at county meets, agricultural fairs, town and church picnics, holiday occasions, etc.

Second, by assisting in the organization of school athletic leagues, intertown leagues, relay races, etc.

Third, by the demonstration of calisthenics and play games at teachers' institutes and rural schools.

It may not be out of place here to raise the question as to whether or not we are justified in having city ath-

letes and gymnasts give exhibitions in rural communities. There is no doubt that they are entertaining and educational, and yet it may be questioned whether their permanent influence is for good.

Finally, the city physical director may render the greatest service by cooperating in the training of rural leaders for play and athletics, either by having these leaders come to the city Association at regular intervals or by meeting with them in some rural center. In this way he may do much to impress upon them the place and value of play and athletics, and to furnish them with that theoretical and practical training which should include group games, athletics, team games, simple drills, and apparatus work.

Thus in a simple manner it may be possible for many city physical directors practically to double their influence, and help in bringing to the young men of the open country and villages those advantages which go with scientific physical training.

The present development of rural work is calling for new specialization in physical training—a rural recreation director, who by birth, rural community experience, and training in rural sociology and psychology, will do for the country what the Christian social worker and physical director are doing for the city.

CHAPTER III

OBJECT AND PRINCIPLES

THE objective and principles of the Physical Department of the Young Men's Christian Association had never been officially stated previous to the Lakehurst Conference. At the Physical Directors' Conference held in Springfield, Massachusetts, 1892, Dr. Gulick presented the object and aims of physical training as follows:

AIMS OF PHYSICAL EXERCISE

This is a classification of the aims of exercise, and not of the exercises themselves, for often an exercise may be used at one time for one object and at another time for some other. An exercise may at one time be recreative, at another educative, or it may be used for its hygienic or health effect.

I. Health

1. CURE OF DISEASE

Spinal curvature, writer's cramp, articular rheumatism, progressive muscular atrophy, gout, cardiac weakness, some digestive disorders, constipation, neurasthenia.

It should be distinctly understood that exercise is not used as the only nor the principal means of cure in these diseases but it is often used with success in their treatment, sometimes as the chief, and sometimes as an auxiliary remedy.

2. PREVENTION OF DISEASE

To keep the body and its various organs in such condition that the man can do the best work for the longest period of time.

II. Education

Training the body in the same sense that mental education trains the mind, aiming to acquire:

1. *Expression*, as in gesture, elocution, etc., to enable the body to express the thoughts, ideas and emotions of the mind in the most intelligible way to others, through the eye and ear.

2. *Self-Possession*, control of the mind over the entire man, enabling him to act naturally in times of danger and excitement.

3. *Physical Courage*, not a presumptuous daring, but a natural result of the knowledge of ability gained through experience.

4. *Physical Judgment*, a correlative of muscular control. Physical judgment tells a man what ought to be done, muscular control enables him to do it; either without the other is practically worthless.

5. *Muscular Control*, a result of that training by which the mind coordinates the muscles for any bodily action, no matter how intricate, to the extent of muscular strength.

6. *Grace*, fundamentally a question of power comparing grace and symmetry; the one is beauty of form, and the other beauty of action.

7. *Agility*, or quickness of action, largely an affair of the central nervous system.

8. *Endurance*, also a matter of the heart, lungs, and nervous system, as well as of the extrinsic muscles.

9. *Muscular Strength*, including strength of the arms, legs, and body, and also of the heart and respiratory muscles.

10. *Symmetry*, harmonious or all-round development of the body.

III. Recreation

Differing from education primarily in the attitude of the will. Fancy or caprice, not will, controls here. All athletic games, gymnastic sports, and aquatic exercises are included.

These are the objects and aims of physical training wherever conducted, but the Young Men's Christian Association, because of its Christian character, seeks to do more, and conducts its Physical Department as a means for developing Christian manhood in the broadest sense.

In 1903, George W. Ehler, then Physical Director at Chicago Central, presented a paper at the Mountain Lake Employed Officers' Conference on the "Objects, Principles, and Value of the Physical Work of the Young Men's Christian Association." The object was stated as follows: "The object of the Physical Work is to provide an opportunity for men to secure that physical development and training without which the highest mental and moral efficiency are impossible."

At the Lakehurst Conference the following statement of the objective of the Physical Department was presented and adopted.

The object of the Physical Department of the Young Men's Christian Association is to promote by means of exercise, recreation, and education the highest physical, mental, and moral efficiency of men and boys essential to the development of the best type of virile Christian manhood.

Further, whereas the supreme objective of the Young Men's Christian Association is to lead men and boys to a definite acceptance of the Christian ideal, the Physical Department committee, the physical director, and those associated with them should cooperate with all other agencies for the furtherance of the same.

The physical director, in all his physical work, should constantly keep in mind the relationship of right neuromuscle habits to the development of character. Physical training as such does not lead to a personal acceptance of the Christian ideal, but because the physical director is a Christian leader in the Association and the community, it is his highest privilege and duty to lead men to acknowledge Jesus as their Saviour and Master.

The principles upon which the physical work of the Young Men's Christian Association is founded are:

First: That health is fundamental to full development and that during the entire life of the individual health is dependent upon the proper functioning of the motor apparatus, its work differing in amount and character according to age and condition.

Second: That the full development of Christian character and sturdy manhood depends upon proper and adequate physical training, especially during the period of youth and young manhood.

Third: That fundamental physical and mental differences are recognized in the individual in the various stages of his development, which represent the important epochs in the life history of the race, and that at these times the individual is peculiarly susceptible to influences potent in the formation of character and that rightly conducted physical training affords a most powerful means for controlling the same.

Fourth: That physical training affords a means for overcoming those subtle and vicious tendencies of modern life developed through idle drifting, by providing healthful amusement and recreation for young men.

Fifth: Further, that physical training is a potent factor as a deterrent to the breaking down of the moral and religious standards of men, brought about by lowered efficiency in vital stamina through fatigue and preventable disease.

Sixth: That the enlistment of men in volunteer service for others is a basic principle in the Young Men's Christian Association.

These principles are based upon five fundamental propositions:

First: That efficiency — physical, mental, and moral — of the individual depends on the maintenance of health.

Second: That the maintenance of health depends largely upon the normal development and functioning of the muscular apparatus.

Third: That mental development also is dependent to a large degree upon the adequate training of the neuro-muscular system.

Fourth: That the development of sturdy Christian manhood can be promoted by properly conducted physical training, especially during the periods of youth and early manhood.

Fifth: That as service is the keynote of Christian character the Physical Department offers large opportunities for its development among its members.

The efficiency of the individual depends on the maintenance of health. A man's value to society is determined by the amount of work which he can perform, mental or physical.

Primarily the human body is a machine for the production of energy in the form of heat and motion and is subject to the same chemical and mechanical laws as any other power-producing plant. Normal adjustment of intake of fuel to expenditure of energy, the scavenging of waste products, and reduction of friction must all be considered.

One of the most common experiences of men is their diminished ability to do things when not feeling well. A headache, a disordered stomach or liver cuts down the amount of work as well as affecting its character. Under the stress of ill health there is required an extra

effort of the will and an unnecessary expenditure of energy.

“In addition, at such times one is readily subject to pessimism, blues, melancholy, indecision, irritability, anger, cowardice, etc., not to speak of worse things” (Ehler).

Failure in business and other undertakings is more often due to depression of one's powers from ill health than any other cause. Gloomy views of life and religion are usually the product of poor physical condition. Abnormal conditions of the body brought about by chronic illness, fatigue, or addiction to drugs strike first at the best that is in man. The higher judgments, the finer sensibilities, and complex muscular adjustments, because they are the latest acquired are the least stable and are easiest disturbed. Under the influence of abnormal conditions men are led into all sorts of evil, and yield to temptations which in their normal condition would not be even seriously considered. When a man's vitality is at its height, his sensibilities, reactions, will power, judgments, and moral tone are also at their highest level of efficiency. Crime and criminal tendencies are now recognized as being intimately associated with physical defects. Dr. G. Stanley Hall writes as follows:

“When I see about me in the field of intellectual attainment and culture, in the walks of business and in family life, so many disasters and tragedies long drawn out, of failing health and collapse of nerve, brain, and muscle, I feel that health is the only bulwark upon which everything we prize, intellectual culture and religious affection can ever be reared.”

Dr. Hall coins a new word — Euphoria — and characterizes it as the superabundance of health.

"It is that human energy which is the surplus over and above that which we need to keep the heart beating, the nerves strong, and the muscles tense. It is that superfluity out of which all men and women achieve success. It is the raw material out of which all forms of success in life are made. I believe that Christian manhood is a product to a larger extent than we have ever thought before, of good physical health."

The maintenance of health depends largely upon the normal development and functioning of the muscular apparatus.

The muscles are the organs which are largely concerned in converting the potential energy of foods into the dynamic forces of the body. They have been called the master tissues. They compose one-half the body weight, manufacture two-thirds of its heat, and expend most of its energy.

The contractile tissues are the oldest biologically considered, and movement has ever been considered a prime factor in the development of life forms. Dr. Hall puts it eloquently:

"Thus muscles have done everything that man has accomplished. They have built the pyramids, reared every edifice, constructed the roads, navigated the ocean, written all the books, done everything in fact that man has achieved. Without muscle, nothing is done. Complete paralysis is death."

Theodore Hough, Professor of Physiology in the University of Virginia, speaking on the "Physiological Effects of Moderate Muscular Activity and Strain," says:

"It would be only to state a truism to say that the human frame is constructed for a life of muscular activity; that the fact that until recently mankind supported

itself by physical rather than mental exertion must have led to the survival of those with bodies adapted to physical exertion. So essential was it that this adaptation be of a high order that we are not surprised to find that it went to the extent of producing a body not only capable of sustaining, but even of profiting by physical exertion."

He sums up the hygienic effect of muscular exercise as follows:

"1. Muscular activity affords training to the heart, so that it is not only equal to the emergencies of life, but is also able to withstand the fatigue of moderate prolonged exertion. No exercise can be enjoyed unless this fundamental condition is satisfied.

"2. Muscular activity relieves vascular congestion in the internal organs by bringing larger quantities of blood to the skin. In doing this it improves the physiologic condition of the skin as well as that of deeper organs.

"3. As a result of the deepened and frequently quickened respiration, all lobes of the lungs are used and the species rendered less liable to attacks of disease.

"4. As a further result of the increased breathing movements as well as of the pumping action of the contracting muscles and movements in the joints the flow of lymph along the lymphatics is greatly favored and this improves the environmental conditions of all the cells of the body.

"5. Muscular activity also affords important training to the heat-regulating mechanism of the body.

"6. Muscular activity exerts a favorable influence on the digestive processes, promoting proper secretion and absorption and tending to prevent the unhealthy conditions leading to constipation.

"7. Muscular activity is conducive to refreshing slumber. This is partly because of the maintenance of normal conditions generally in the body and probably in part because it is conducive to healthy fatigue which facilitates the normal relaxation from nervous strain.

Whatever may be the physiological explanation of the phenomenon there can be no question of its existence and of its hygienic value."

(It should be remembered, however, that the possession of large muscles does not insure normal health, and, indeed, the over-training of the muscular system with its attendant strain on heart, lungs, and vital organs may be a source of distinct danger.)

The recent studies of Crile, Cannon, and others show the large part that the kinetic system plays in emotion, and prove that the glandular products secreted during an emotional period have for their purpose an intensifying of the muscular response and that unless this muscular response is forthcoming, these products accumulate in the body and are a direct menace to health. It is a physical explanation of the saying, that all emotion should find expression in motion if it is to remain healthy.

Mental development is dependent to a large degree upon adequate training of the neuro-muscular system. Modern psychology teaches that all thought brings about a change in some part of the muscular system. It may not result in actual movement, but always causes molecular change in the muscles upon which the thought depends for its full expression. The so-called thought reading is nothing more than the interpreting of slight muscular movements made unconsciously by the subject. We cannot conceive of mind apart from its organ, the brain. The development of the brain depends upon the quantity and quality of incoming sensations and the resulting reactions of the muscular apparatus. We have noted how mental states are affected by bodily conditions. We know that mental activity is directly affected by blood supply. Serious loss of blood causes uncon-

sciousness; increased blood pressure, mental excitement and spasm. Any physical condition which interferes with the normal blood supply of the brain or other parts of the nervous system interferes with normal mental activity, producing epilepsy, degeneracy, and all forms of mental derangements. Increased mental action requires an increased quantity of blood in the brain, shown by increased weight of the head, and increased molecular change, proved by increased temperature in the brain in periods of mental effort.

Again the development of the mind depended upon the development of its organ, the brain. Complexity of response to environment demanded an increase in the complexity of the responsive mechanism. Balliet says:

“Mind, like organic life, no doubt, is the product of evolution. As in organic evolution, while it is possible to explain why the fittest should survive, so in the evolution of the mind natural selection, heredity, and perhaps use may explain why a psychic function of advantage to the individual in the struggle for existence has been perpetuated and developed, but it cannot account for the first origin of such functions. The struggle for existence reduced to its lowest terms consists of the struggle for the maintenance of the species. The first is essential to the second. Hence the first problem of the lowest organism is to secure food and escape danger. Movement is, therefore, fundamental. Movement toward food and away from danger and purposive movements, no doubt, antedate consciousness.”

Feeling developed, no doubt, through chemical and physical reactions in the environment. Intelligence resulted from organic memory of such reactions whether pleasurable and profitable, and reason by growth in the complexity of reactions leading to modifications of move-

ment in light of future conditions. The emotions were also developed through racial experience in connection with organic memory and resulted in the production of an auxiliary mechanism for the intensifying of muscular movement.

All cells in an individual brain are present at birth and cannot be increased in number by growth or education. Their development depends upon two factors, nutrition and function; the latter brought about by stimulation through appropriate incoming sensations. Function, therefore, determines brain growth and motor cells cannot be developed except through muscular exercise, and lack of proper exercise means lack of proper cell development. Dr. Balliet says:

“In man the size of the motor areas in the brain depends far more on the complexity of the movements affected by a group of muscles than upon the mass of muscles involved. Physical energy implies a good motor brain area. The man of energy must be the man of brain. Physical laziness implies a deficiency in the motor part of the brain.”

In studying the growth of the motor cells we find that those controlling the gross muscles which move the trunk develop first, and that development proceeds from the center outward to the finer muscles of the extremity. Dr. Hall believes that the development of the human brain followed the development of the finer muscles of the human hand.

Motor ideas are developed by voluntary movement. The muscular sense which guides in the production of movement and results in efficient action forms the basis of judgment for future conduct. Imbecility is the result of lack of ability to form proper motor ideas.

Another phase of the subject relates to the formation of motor habits. We learn to do things by conscious attention. Training enables us to relegate most of the common movements of life to the control of the lower automatic centers in the brain, and whole complicated series of movements may be gone through without interfering with the stream of thought. Physical training by reducing conscious processes, therefore, conserves nerve power.

Physical training makes response to stimuli quicker and more accurate and increases the number of responsive movements by multiplying the connections between cell areas. The brain power of an individual depends not so much upon the number of its cells as upon the complexity of their relationships. It should also be remembered that the organization of cell areas ceases at maturity and that cells which have not become active and related to the mental activity before that time are never afterwards of service to the individual. Brain cell growth ceases at twenty-five or earlier and the mental life of the individual can only be enriched afterwards by increasing the activity of brain areas developed before that period. Most, if not all, of the education of the motor areas is complete before eighteen years of age, and, therefore, physical education must find its greatest usefulness during childhood and early youth.

The development of sturdy Christian manhood can be promoted by properly conducted physical training especially during the periods of youth and early manhood. The early years of childhood are spent in interpreting incoming physical sensations and adjusting conduct in the light of the results of such sensations. The child early learns the laws of nature as they affect its physical

comfort and advantage. The second period commences with the dawn of personal consciousness. Dr. Tyler says that the first ethical idea comes to a child when it realizes that another child or individual is not playing fair, and this is the fundamental basis upon which the future character must be built. The rules of the plays and games teach him the fundamental laws of social contact which he must observe if he is to remain in harmony with his playmates, as efficiently as his earlier experience with physical law taught him what he could and could not do with safety and comfort to himself.

Later in life the organized game of the group carries him a step further and he learns that the law of group must be submitted to if he is to remain a useful member.

Thus we see that there is a gradual development of the individual as he comes into contact with an ever-widening environment and each period must teach its lessons perfectly if the lessons of the succeeding periods are to be intelligently interpreted.

Modern biology teaches that all higher forms of life are developed from lower forms and that in the embryonic life of an individual structures, and even functions, which were important in the development of the species are reproduced in like order, and that no organ or function which was essential to such development can be suppressed without injury to the individual. Thus we know from embryology that the human body passes, while in utero, through all the important life changes from the single cell organism upward, and that any interference with the development of any of these embryonic structures causes deformity and monstrosities at birth.

What is true of the physical life of man is probably

also true of those mental, social, and religious experiences which were of value in bringing man to his present high state of efficiency. None must be suppressed nor, indeed, must any be allowed to persist, but by training and education the higher phases of character must be built upon the lower and powerful instincts of the race.

A statement by Dr. Balliet in a paper on "Instinct and Education," puts the matter very clearly:

"Instincts are fundamental in the psychic life of man, as well as the psychic life of animals. They form the most fundamental, the deepest and the most unchanging element in human nature. As compared with the instinct the human reason is only a light which can guide and direct, but not a force which can compel and move; and the ethical will is little more than a combination of the higher instincts controlling the lower under the guidance of reason. The instincts, in other words, constitute the chief elements of character; it is the function of reason to distinguish between the higher and lower instincts and that of the will to make the higher prevail. It is the office of ethical ideals and of religion to serve as guide and sources of inspiration in ethical development. Indeed, it is highly probable that there are instincts in the child mind which dominate his conscious life and which have entirely disappeared in the adult consciousness or occupy a wholly subordinate position. As an illustration, the sucking instinct in the infant, the instinctive desire for play in childhood and youth.

"Most instincts are strongest in youth and form the basis of youthful temptation. Others persist and become stronger in later life, such as the love of money and antipathy to new ideas.

"Selecting a few examples we find how the fishing and hunting instinct is strong to middle life and sometimes to old age. It is the survival of the early life of the race when these practices were necessary to the maintenance

of life and have registered themselves on the nervous system and are transmitted by heredity. The killing instinct was formed when killing was necessary as a means of getting food and a means of self-defense. These instincts tend to grow weaker through the growth of sympathy and the development of altruistic feeling. Already, in many minds, these qualities rob even fishing and hunting of their fascination and many people would never eat flesh if they were compelled to kill it. Then there is the fighting instinct formed by our animal ancestors when food was scarce and when above all the strong, vigorous, healthy body was necessary to survival.

"The instinct of possession, the predatory instinct, usually greatly reenforced by the fighting instinct can be easily traced from the earliest struggle for food to the modern accumulation of great fortunes. In essentials it has not been much changed.

"How are these instincts to be treated? First, we may try to crush them, to root them out. This has been the method in religious education in the past, fortunately seldom accomplished.

"Third, we may transform the lower instincts by lifting them on a higher plane, by putting them under the dominance of the higher instincts, linking them with the altruistic impulses and with the sense of duty. This seems to be the mode of treatment indicated by the evolution of the mind. The lower animal instincts of the psychic life, like the rudimentary organs of the body, are not lost, but are taken up by the higher forms and become integral parts of them. They are absorbed, not dropped off. These instincts constitute the driving and impelling forces in our higher intellectual and moral life. They add a glow of interest to our ideal, they fire our ambition and they furnish the grit, nerve, and energy that make hard work a pleasure and render it effective."

If you crush the fighting instinct you produce the coward; if you let it grow wild, the brute; but if you link it with the higher instincts you get the man of

energy and force, the man of executive ability and affairs. If you crush the instinct of possession, you get the pauper; if you let it grow wild you produce the thief or miser. Put it under the dominance of the conscience and the altruistic feeling and you develop the man of thrift, self-respect, independence, and industry. The criminal gangs of a large city are an illustration of a racial factor being allowed to persist undirected.

In view of these facts, it is of extreme importance that the Association should recognize the periods at which these instincts begin to develop, when they ripen and become active forces in the formation of character in the boys and young men of the Association, and be prepared by proper methods of physical training to lead them from the lower to higher levels, from the self-centered youth to the altruistic Christian citizen.

In studying these periods of development we might roughly divide the life of the individual into four periods: The first, from birth to seven or eight years of age; the second, from seven or eight to the beginning of pubescence, approximately twelve to fourteen; the third, the adolescent period, from fourteen to twenty; the fourth, the post-pubescent period.

Quoting freely from Dr. Gulick:

"We find that in the first period the activities of the body are those of kicking, whole arm and body and hand movements; picking up and dropping things; blocks and sand plays, etc. They are progressive in complexity and tend to become reflex. They are intensely individualistic. These continue into later life, but with constantly decreasing interest as seen in the use of tools, swimming, drawing, gymnastics, etc.

"The second period begins with a shading off from this group into interest in games of tag, marbles, and the like.

The social element begins to be observed. There is a transition from the exclusive self-interest to interest in relation to others. These introduce consideration of the element of competition; formal rules by which one must abide; consideration of others, the beginning of ethics and morality. This period shades into the third group with its activities continuing with decreasing emphasis as seen in track and field sports, hunting, fishing, wrestling, etc.

"The third period marks the most important change: that from individualistic to group interests. The games of interest in this period are such as require the cooperation with others; games such as baseball, football, gangs, pals, camping, and hero worship are prominent. These activities are almost universally carried on in groups and are characteristic of the Anglo-Saxon race. The demand is for greater strength, endurance of discomfort, cooperation, and subordination to a leader for the success of the group. Here is the beginning of self-sacrifice, altruism, and the giving of oneself for others, which are fundamental characteristics of the Christian life. The youth who retains the characteristics of the preceding period predominantly, who does not learn the lesson of cooperation, of the subserviency of self to the interest of others, enters business and professional life self-centered and out of harmony with modern social ideals."

The physical director in the Young Men's Christian Association should be deeply impressed by these facts, and while he is striving to produce healthy and normal bodies he should remember that his largest work is to establish, through organization and guidance of the play life of boys and young men, a basis upon which may be built sterling Christian character.

As service is the keynote of Christian character, the Physical Department offers large opportunities for its development among its members. This statement is so fun-

damental to all Association policy that it needs no elaboration. The Christian life finds its expression in service and, therefore, the physical director will at all times endeavor to develop this essential quality in the members by seeking and affording opportunities for its development.

CHAPTER IV

GENERAL ORGANIZATION OF THE DEPARTMENT

THE work of the Association as a whole is controlled by a Board of Directors of which the general secretary is the executive officer.

This Board of Directors is elected by the active membership in the way prescribed by the local Association's constitution and by-laws. Active membership is limited to those who are members in good standing of evangelical churches.

In consultation with the general secretary and department heads, the president of the Board appoints committees for the supervision and management of the various departments.

The Physical Department committee is thus appointed and may be composed entirely of members from the Board of Directors, or may have some of its number selected from business men in the membership. A majority, however, ought always to be from the Board of Directors. Its members should, of course, be in intelligent sympathy with the objective of the Department. The general secretary and physical director are members ex-officio.

This committee supervises and controls all the activities of the Department, but all its actions should be subject to the approval of the Board of Directors.

Its work includes:

1. The formation of the general policy of the Department.

2. The preparation and recommendation of the departmental budget to the Board of Directors and the supervising of the receipts and expenditures therein provided.

3. The authorization of purchases as provided by the budget and policy, supervision and upkeep of the equipment.

4. The general oversight over all matters of service in the Department, such as religious and health education, membership promotion, financial solicitation, extension work, etc.

5. The employment of the physical director and his staff.

ORGANIZATION

This committee may from time to time appoint sub-committees from its membership for special investigation or the promotion of some particular service, but the actions of these sub-committees should be subject to the approval of the whole committee. When their work is complete and their report rendered they should be discharged.

Meetings of this committee are usually held once a month. The general secretary, because of his relationship to the entire work, should, if possible, attend all meetings of the committee and whenever matters are to be discussed which have to do with general policy of the Association, they should be taken up with him before the meeting. He should receive a copy of all reports made to the committee, and also a copy of its minutes.

At each meeting of the committee the physical director, as its executive officer, should present a financial and statistical report together with such recommendations as

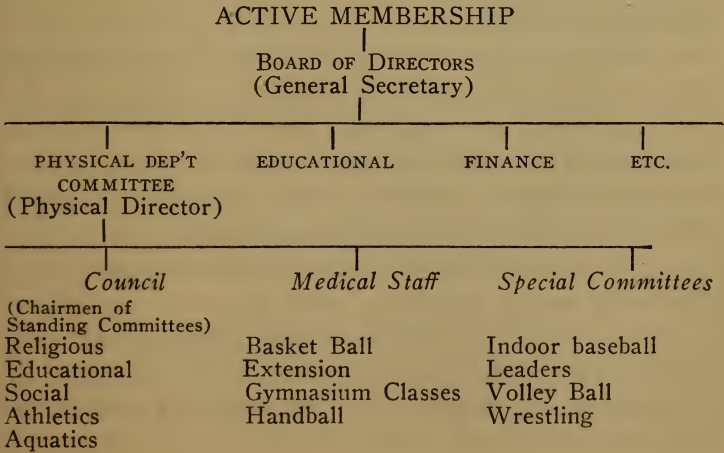
he has to offer for the conduct of the work. When adopted it becomes a part of the report of the committee to the Board of Directors.

Every effort must be made to have the meetings of the committee worth while. When new or unusual matters are to come up for consideration the members of the committee should be informed of the same and written copies of such business sent to them before the time of the meeting.

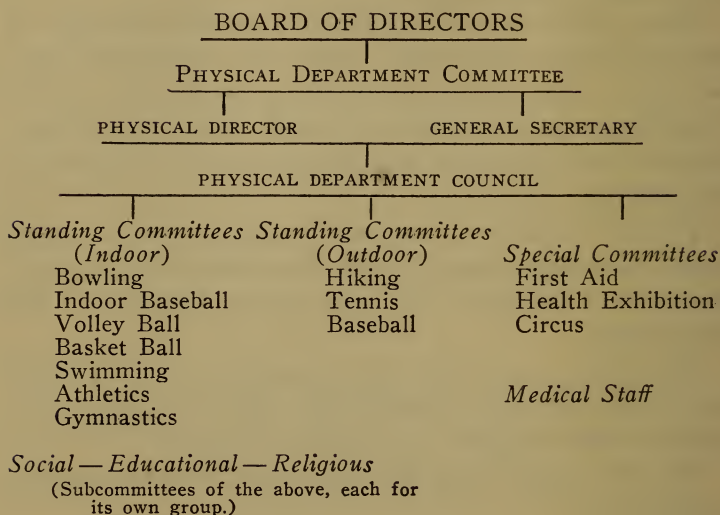
To keep all parts of the work in right relation to each other, committees may be appointed from the membership to have charge of the various group activities of the Department.

The chairmen of these sub-committees may be formed into a council which should hold only an advisory relation to the Physical Department committee.

The following is suggested as a form of departmental organization :



A more elaborate form of organization, suggested by M. I. Foss, follows:



The Year's Policy

In order to conduct the affairs of the Physical Department in an orderly way, check up the progress of the work during the year and make comparison with that of former years; to note advances made it is essential that there should be a written policy. This policy should contain an outline of all departmental activities, such as plans for classes, leagues, competitions, religious work, educational work, extension work, etc., and the budget of receipts and expenditures for the ensuing year.

This policy should be formulated well in advance of the meeting at which it is to be discussed and copies

sent to each member of the Physical Department committee and to the general secretary. Only in this way can intelligent action be secured, for when recommended by them and accepted by the Board of Directors it becomes the basis of work for the ensuing year.

The following is suggested as a basis for such a policy:

1. OBJECT

The objective of the Physical Department should be fully stated (see page 57). It would be advisable also to state the principles underlying the physical work, so that the Physical Department committee and Board of Directors may be fully informed thereof and be in sympathy with its broad basis.

2. COMMITTEES

Under this heading should be enumerated a list of those committees which are to promote the various activities of the different groups in the Department, the duties of each, and such other details of their organization as may be deemed advisable.

3. LEADERS' CORPS

A general statement should be presented covering the policy of the corps, dates of meetings, duties, and special points to be emphasized during the year, also a schedule of their work both in theory and practice.

4. PHYSICAL AND MEDICAL EXAMINATIONS

It should be stated whether these are to be required of all new members and what shall be the character of the same. If personal interviews are to be undertaken,

state their scope and the means for conducting them and whether they shall be given in cooperation with the religious work department. If the physical and medical examination is to be made by a volunteer medical staff, their number, duties, and particulars regarding their organization should be stated.

5. GYMNASIUM CLASSES

Because of the great importance of class instruction it should be given the largest place in the Department program. Nothing should be allowed to interfere with classwork. A complete schedule for the various groups should be given, the dates for their beginning and closing, and the days and hours of their sessions.

6. SPECIAL INSTRUCTION

Mention should be made of all special classes which it is proposed to conduct, such as boxing, wrestling, fencing, swimming, tumbling, etc.; also what provision is to be made for individual instruction in body building and corrective and medical gymnastics.

7. ATHLETICS, TOURNAMENTS, AND LEAGUES

Under this heading should be included a statement as to whether or not the Association shall join the Athletic League and other athletic bodies, how clean athletics shall be promoted, whether representative teams are to be organized, and the policy governing the same, also details regarding the organization of group games, leagues, tournaments, tests, and meets.

If the Association has a swimming pool, the work to be conducted in aquatics should be outlined — such as

classes for beginners, the teaching of advanced swimming, the holding of campaigns for teaching swimming and life-saving, and the organization of water games and sports.

8. HEALTH EDUCATION

Under this heading should be outlined the various methods to be used, such as health talks, first aid organizations, use of printed matter on health subjects, the organization of a health league, the holding of health exhibits, etc.

9. RELIGIOUS WORK

This should include a statement of the policy for religious work in the Department, definite plans for the organization of Bible classes, their number and character, and the method to be pursued in cooperation with the religious work department of the Association.

10. EXTENSION WORK

Here may be stated the general need of the community for specific types of work which the Physical Department can conduct, and the means which it has for prosecuting the same. (See Appendix for extended policies for large and small Associations.)

11. BUDGET

In planning the budget for the ensuing year a careful study should be made of the expenditures and income of the previous year, and the need of the Department for improvements in equipment and supervision. The figures of the various items of the budget must be as

exact as possible, allowance being made for emergencies. Where large increases are to be made over the expenditures of the previous season the reason for the same should be fully stated. The items will, of course, vary in different Associations, and while some include receipts from membership fees, others do not, but estimates of such might well be included. The items will be arranged in accordance with the business policy of the local Association.

The following is a suggested form:

RECEIPTS

MEMBERSHIP	Fees charged	Actual receipts for previous year	Estimated budget for present year
.....Business men			
.....Young men at.....			
.....Grammar school boys at			
.....Employed boys at....			
.....Students at			
.....Special members			
SPECIAL FEES			
Boxing			
Wrestling			
Fencing			
Aquatics			
PRIVATE INSTRUCTION			
Boxing			
Wrestling			
Fencing			
Aquatics			
Medical gymnastics.....			
MASSAGE AND SPECIAL BATHS			
Massage			
Special baths			
SUPPLIES			
Gym clothing			
Special supplies			
MISCELLANEOUS			
Towels and soap.....			
Exhibitions and meets.....			
Surplus to apply on over- head charge			

EXPENDITURES

SALARIES	Actual expenditures for previous year	
Physical director and as- sistants		
WAGES		
Janitor		
Locker clerks		
Musician		
Stenographers		
Special instruction		
PUBLICITY		
Advertising		
Printing		
Postage		
ATHLETIC FIELD		
Equipment		
Repairs		
Laundry		
Traveling		
Conferences and summer schools		
SUPPLIES		
Gym clothing		
Special supplies		
MISCELLANEOUS		
Towels and soap		
Exhibitions and meets		
Total		

In some Associations the budget is divided into months. This is a wise plan as it serves as a frequent check on the condition of finances.

Organization of Volunteer Work and Workers

A fundamental principle of the Physical Department, in common with the avowed Association policy, is the uniting of its members in service for their fellows. In no other department are the opportunities greater. The multiplicity of the various phases of the work offers an unlimited field for interesting and using large numbers

of men in volunteer service. In the past the Leaders' Corps has stood out as the one group thoroughly organized for a specific work. Its importance has been magnified, and rightly so, but every permanent feature should be just as carefully organized, and as great care taken in selecting its personnel. Certain general principles should be observed in organizing committees:

1. All permanent committees, and this includes the Leaders' Corps, should be appointed by the Physical Department committee at the suggestion of the physical director. Temporary committees may from time to time be selected for any special service by the physical director, but when that service is completed, the committee should be discontinued.

2. A comprehensive plan should be laid out for the entire Department.

3. There should be a distinctive plan adapted for each group of workers in each phase of the work.

4. As far as possible the organization of each group should follow the same general plan, and should differ only as may be found necessary to meet the needs of the group.

5. Every permanent committee should have a definite plan not only for its specific work among the members, but for its own instruction and development, and, as in the Leaders' Corps, faithful service and ability should be recognized by appropriate insignia.

6. Only men of proven worth and sympathy with the Association ideals should be appointed on permanent committees. Ample opportunities for testing may be found in the temporary committees.

The following article on the Leaders' Club, prepared

by W. H. Ball of the International Committee, contains many suggestions which might to advantage be carried into the various other organizations of the Department.

It must never be forgotten that the development of the personal character of the committeeman is the main object to be kept in mind.

The Leaders' Club

The Leaders' Club is the title given to the group of volunteer committeemen who serve as helpers to the physical director in the gymnasium classwork. Without exaggeration it may be stated that a well-organized and trained group of leaders is one of the most important factors in determining the success of an Association's physical work.

It is a settled principle of Association work that it is better to put ten men to work than to do the work of ten men yourself. In addition to this principle, early experience in physical work demonstrated that the physical director could not handle with satisfaction the large gymnasium classes without having numerous assistants. The need of leaders has been both theoretical and practical.

Selection of Leaders

No other group of men within the Association should be selected with greater care. These men come in close personal contact with a large number of the members and exert a strong influence for good or evil. Inasmuch as the Association seeks to lead men to the ideal of Christian living, it is very apparent that the leaders should be of the highest type of Christian manhood.

Christian character is the fundamental qualification, and closely associated with this is the need of natural leadership ability — of men of forceful personality whom others admire and follow. Skill as a gymnast and athlete is an important consideration, but not of first rank. As a general rule star gymnasts or athletes do not make good leaders. It is doubtful whether men having any questionable habits should be accepted. Usually young unmarried men make the best leaders as they can more readily give the time needed to make the work a success.

Such men are not easily found as they are not numerous, and these qualities of character and leadership do not appear upon the surface but are inherent and in many instances dormant. To discover the right kind of men requires determined search.

Men of sterling Christian character, imbued with the spirit of service, who are known to be faithful to everything they undertake, are needed. When found, their names may be presented for consideration to the leaders as possible new members. When satisfied that the proposed member is well qualified for admission the physical director is requested to interview him and present the matter in a very full and frank manner, explaining to him the qualifications for membership, including the character and extent of the service required, time and expense involved, and in fact, all matters of interest pertaining to the club; concluding with a statement that if he would care to become a member, a brief written statement to that effect be sent the club president with an intimation that such a statement assures his acceptance as a member.

This may appear like red tape, but it has been found a very effective method of preventing *apparently* good

men who were lacking in some essential qualification from entering the club. In addition, such an interview gives the new man a clear understanding of the spirit and duties of a member and gives him an opportunity to decide definitely whether he wants to line up with that kind of men.

In many clubs a simple "initiation" takes place which varies in form according to the desires of the members.

Duties of Leaders

The leaders are thoroughly organized into a club, preferably a Standard Leaders' Club (see Standard Constitution and By-laws, page 250). Each member provides himself with the official Leaders' gymnasium uniform and agrees to perform the specific club duties assigned him. These duties vary according to the local needs. In most clubs the leaders serve in charge of apparatus squads in the different gymnasium classes. Often a leader conducts the class marching or drill and frequently takes full charge of the floor on other than a class night. Leaders welcome new class members, assist the awkward member and cooperate in the activities and supervision of the gymnasium, dressing rooms, baths, swimming pool, and Department office or examining room.

Each year an increasing number of leaders serve as directors in some church or settlement gymnasium, thus ever widening the sphere of the Association's service to the community. A type of service that is mutually very enjoyable is the promotion and participation by the leaders of various classwork demonstrations, exhibitions, and circuses. On these occasions the leaders rather than the director fill the places of prominence.

Another phase of the club's activities that fills a large and vital part in its work is the social life of the organization. Frequent social evenings in the building or at the homes of members are very helpful. An annual banquet with all the trimmings, camp outings, fishing trips, group photos, all contribute to a spirit of friendship and unity.

While membership in the club is somewhat exclusive because of its high requirements, the spirit of the organization is thoroughly democratic. The physical director is the leader of the club, not the boss. He holds no office, except as an ex-officio member.

The Standard Leaders' Club

The Physical Directors' Society has developed and adopted a model Constitution and By-laws for a Standard Leaders' Club, and the Society has recommended that every group of leaders become a Standard Club, which involves:

1. Adopting the Standard Club Constitution and By-laws.
2. Electing officers as per Constitution.
3. Deciding to follow the course of study outlined each year.
4. Requesting enrolment as a Standard Club, stating that 1, 2, and 3 have been done and sending a list of the members and officers of the club to the Physical Department of the International Committee.

Any club thus qualifying is entitled to use the Standard Leaders' Club emblem without a star upon enrolment, and also the gold safety-catch leaders' pin. Emblems cost \$2.50 per dozen in lots of six or more and pins cost \$2.50 per dozen in lots of six or more.

BUSINESS MANAGEMENT

Fees

In determining the fees to be charged, an Association must consider: First, the financial standing of the boys and men in the community; second, cost of operation, character and expense of equipment; third, the proportion of the expenses of the Department which the fees are expected to carry.

As a general principle, all matured men to whom the Department can be of the least service should be charged a fee sufficiently high to at least cover the entire cost of the privilege accorded them, while the younger men and boys, to whom the work will be of the largest value in developing Christian character, should pay such fees as will attract them in the largest numbers.

It is but fair also that when special privileges and instruction are provided, such as boxing, wrestling, and massage, those using them should be required to pay the full extra cost for providing the same.

The plan of charging membership fees may be classed under two heads as follows:

I. A GENERAL FEE

In most Associations the full membership fee includes the general privileges of the Physical Department, such as the use of the gymnasium, locker, baths, and natatorium.

The fee may vary in amount according to the size and location of the locker and the class of membership. Where a separate fee is charged for the locker it should cover the same time as that of membership in the Association. In some Associations the fee is arranged on an age basis, as suggested above.

All locker fees, together with deposits for keys, should clear through the main office of the Association. This fee may include ticket for the following groups: Grammar school boys, high school boys, employed boys, young men, business men.

Fees for special groups, such as students, firemen, policemen, and ministers, may be arranged for stated limited periods or privileges.

Short term full membership tickets are issued for the summer months by many Associations.

Recently many Associations have adopted a special business men's membership fee, which is in excess of the regular full membership fee and for which special dressing room accommodations and club features are provided.

2. AN "A-LA-CARTE" FEE

In a few Associations there is a fixed minimum fee for all who join the Association and additional fees for the following general privileges of the Physical Department: a. Baths and lockers (not including natatorium); b. gymnasium; c. natatorium.

These privileges may be secured once or oftener by the payment of a single fee for each participation or for stated periods.

3. FEES FOR SPECIAL FEATURES, SUCH AS:

a. *Class Instruction.* Extra fees may be charged for enrolment in special classes such as boxing, wrestling, fencing, aquatics, advanced gymnastics, normal courses in physical education, first-aid, lecture courses in eugenics and hygiene.

b. *Private Instruction* in boxing, wrestling, fencing,

aquatics, body building, and corrective and medical gymnastics.

c. *Massage and Special Baths* and service connected with the same. As has already been stated, the fees for these special features should, at least, cover cost of furnishing them. Finances for all special features should clear through the main office and no money should be received by instructors or attendants.

4. FEES OF CLUBS AND TEAMS

Where there are membership fees in connection with clubs or teams, the fees should be deposited by their treasurer with the Association treasurer, who should hold them as trust funds. The accounts of all clubs and teams should include all receipts and expenditures and be audited annually. All matters pertaining to the financing of clubs should be subject to the approval of the Physical Department committee, and their accounts and records be kept on file in the office of the physical director. Loose-leaf books of good quality and uniform size are recommended for use by all clubs. This will facilitate the typewriting of all minutes and statements and also the permanent filing of their records and other material.

Physical Department Records

Business ability is an essential qualification of the physical director. Nowhere is this shown to greater advantage than in the conduct of his office management. His office should be neat and clean and fitted with modern office furniture adapted to the needs of his work. Letters, report cards, and the like should be kept in their proper places and not scattered about the office. The office should not be a dressing room.

Records of the Department should be accurate in every detail. Guessing is not good business. They should be simple but complete, recording all the essential operations of the Department. Such records as are required by City, State, and International Committees should be kept and tabulated in conformity with the report sheets furnished by those bodies, so that figures given may be uniform with those of other Associations. A special record book is issued by Association Press.

1. *Locker Room Records.* There should be a triuplicate card index for members holding lockers in the Physical Department. On one, for filing alphabetically, should appear the member's name, address, telephone number, membership card number, locker number, date of joining, date of expiration, and such other data as may be found helpful. On another, for filing numerically, the name, date of joining, date of expiration, and the calendar months and days of the year, so that attendance can be kept. On a third, for filing according to locker number (or if the box scheme is used, the number of the member's box), should be the name, date of entrance, and date of expiration. All these cards should be filed in a convenient cabinet and be available only to the physical director and such of his staff as may be required to consult them. No member should be allowed to handle membership records.

If keys are used in connection with the locker or padlock they should be hung on hooks in a cabinet which can be securely locked. Small round cardboard tags with metal rim, perforated near edge, one and one-quarter inches in diameter, and of various colors, may be hung with each key to give definite information regarding certain facts, for example:

Red tag — Membership due.

Blue tag — Gymnasium member.

Yellow tag — Gymnasium and plunge.

Pink tag — Locker or box vacant.

White tag — Call at office.

On the above tag may be placed the member's number, name, locker or box number. Lockers should be assigned at the Physical Department office. All fees and deposits should be made at the general office.

Where the examinations are compulsory, and they always should be, no locker ought to be assigned without presentation of a signed certificate of such examination. If a combination lock is used a card with full directions for the working of the combination should be given. On the back of this card are given a few simple rules for the use of the Physical Department. In all cases the member should be furnished with a copy of the rules under which he is to conduct himself while in the Department.

At the time the lockers are assigned a record should be made either on a duplicate pad or on the permanent record cards.

Thirty days before the expiration of membership the general office should write the member a letter mentioning the fact. This letter should be followed by others as the case may demand. If the member does not renew within ten days after date of expiration of membership, or signify his intention of doing so, he should be notified that his locker has been vacated. A record of the clothing taken from the locker should be made on cards kept for that purpose, or this may be printed on the back of the record card of attendance. These cards should be filed with the expiration cards and when goods

have been called for the card should be receipted and filed. If goods are otherwise disposed of, a record of the facts must be made.

The clothing taken from lockers should be put in bags or tied in neat bundles and tagged with name, locker number, and date of removal. Ordinarily these goods should not be kept more than sixty days after date of expiration, and this rule should be stated on the membership ticket or locker card.

2. *Attendance Records.* An accurate record of attendance in the Department is essential. This may be kept by means of the card mentioned under "Locker Room Records" on page 90. This card contains the year's calendar, and the attendance may be punched or checked on the same. The member gives his number when entering the Department, and the attendant, then or later, checks it on the card. Visitors may be counted by their pass cards.. Other methods are the use of the Moore loose leaf filing system,¹ and by taking record of half-hour periods when men enter the Department. In some Associations the membership ticket is deposited on entering the Department and returned on leaving, a record being kept of such ticket. To insure accuracy and adequate control, all visitors should pass into the Department through the same entrance.

An attendance record of members taking part in various activities is very desirable. This may be easily obtained by the following method: Have a long narrow box divided into compartments marked class, swimming, bath, handball, etc. The attendant asks a man his activity and slips a card marked with the member's number into the appropriate compartment. The cards in the

¹ John C. Moore Corporation, Rochester, N. Y.

various compartments are counted the next morning and can be checked on the member's card. These can be used to follow up members and also for getting in touch with individuals for games and athletics.

3. *Records of Competition, Demonstration, etc.* These should be kept accurately and filed in suitable cases in the Department under the following heads:

(a). Competitions:

(1). Group Contest; kind; number of teams; number of contestants; result of games; date and place; number of spectators, etc.

(2). Athletics; name, date, place; event, record, etc.

(b). Demonstrations: Date, character, number of participants; number of spectators, etc.

These records can be kept on the "loose leaf" previously mentioned for keeping records of the other activities.

Alphabetical files of men interested in special features of work such as athletics, handball, aquatics, etc., will be found helpful.

Similar records should be kept of all the activities conducted under the extension policy of the Department.

Correspondence

A first essential is that all correspondence in connection with the Department be given prompt attention. Letters should be filed either under the name of the correspondent or according to their subject-matter or both. Such correspondence should not be considered as the personal property of the physical director and in the event of his changing fields all material relating to the local work should be left on file for his successor.

All periodicals, health literature, and similar matter should be kept in separate files. An up-to-date filing system should be installed.

Publicity

The importance of good advertising for extending the use and influence of the Department cannot be overestimated.

Money is often wasted here, but good advertising will bring adequate returns. Avoid cheapness, be honest, do not make exaggerated and extravagant statements. The Association must be fully prepared to furnish the privileges advertised. The part of the work that appeals to the majority is class instruction, and in advertising, this should receive emphasis. The Department activities should be presented so as to create an impression in the public mind of a well-balanced program, thoroughly scientific and having for its purpose the maintenance of health and the development of Christian manhood.

Descriptive material should be brief and all illustrations made from good photographs of activities that best represent the work. Pictures of circus performances or special acrobatic stunts should be avoided except where used to illustrate social features. Best printers only should be employed.

1. *Prospectus*. If this material is to become a part of an Association booklet, it should be given its proper place from the standpoint of advertising value and salesmanship and should be placed first in order, if the membership in the Association is found largely in this Department.

The general Association prospectus can usually deal with the departmental work only in brief; therefore its

most attractive features should be given prominence. In most of the large Associations a separate departmental prospectus is issued. This should contain a detailed description of the work, profusely illustrated with the best of halftone cuts and be attractively printed on good paper. It should be carefully distributed. Leads and requests for the prospectus may be obtained through the liberal use of return postal cards, dodgers and leaflets, and through newspaper advertising, requesting the reader to write for further information.

The satisfied member is the best advertisement. A large per cent of new members join because of having friends in the Association and advantage should be taken of this fact by requesting members to introduce their friends to the officials of the Association, also by allowing a member to extend to a friend who may be a prospective member the use of the privileges free for a short period, and by the informal "get-one" campaign.

2. *Newspaper Advertising.* This should be undertaken with care, as here money may be easily squandered. If undertaken, it should be timely and the space used sufficiently large to attract attention. The advertisements should be inserted on the sporting page and it is often best done through advertising agents. A study made in one city of the results obtained from the same advertisement inserted in the Sunday and in the week-day issues showed twenty-two per cent more replies in favor of the week-day issue.

The systematic cultivation of the press is one of the best methods of keeping the Association before the public. Unfortunately, basketball, athletics, and competitive sports are the things mentioned most often in the newspapers, whereas some things connected with the more

important phases of the work receive limited mention, as they are not considered news. Frequently this gives the public a wrong impression.

The best methods of cultivating the press are: First, having a reporter in the Association membership who is in sympathy with the broad work of the Department; second, cultivating the acquaintance of sporting editors; third, cultivating reporters to whom material may be sent; fourth, keeping the papers informed of special events; fifth, systematically cultivating and constantly keeping in touch with the press through the sending of other material of public interest not strictly related to the local Association.

3. *Other Methods.* The use of return postals on which are stated some important facts of interest, and asking the recipient to send the return part, with the name and address, for fuller information; brief and pointed personal letters to business and professional men; liberal distribution of dodgers, cards and blotters and novelty postal cards will prove of value.

In many cities the police or polling lists may be obtained for circularizing. These give the age, occupation, color, and address of all voters.

Well-placed attractive bulletin boards, posters, and window cards may be made use of, especially at the opening of the season's activities.

A Department "bulletin board" is valuable, if neat and attractive. Make the headlines legible and "catchy." Good and appropriate cartoons will be helpful. If type-written material is used, let it be well spaced, in different colored inks, if possible, and divided into sections each with its own heading. Keep the board fresh, changing often.

A good visitors' gallery is another excellent means of advertising, but should not be allowed to degenerate into a loafing place.

Exhibitions held at regular intervals, open to the public, in which is shown the regular work of the Department, will be found of great help. Athletic meets may be made fruitful in the same manner. All printed programs should call attention to the Department privileges.

Inviting a group of men from a number of large business houses, factories, offices, banks, or church clubs and classes, for an evening in the Department, will, if properly conducted, bring results. On these occasions the program should include men from the stores, factories, or clubs from which the visiting groups come, if there be such in the membership.

The cultivation of the membership and committees is essential to the best results of the work in the Department. Sending a letter or a nicely worded postal card to the man who is not attending will show that he is not forgotten. Sending notices and reports will be found helpful.

Where possible, it is advisable to have all advertising and printed matter clear through one man. Especially is this true in the larger Associations.

The stereopticon has been found useful in advertising campaigns in some cities. The apparatus, mounted on some vehicle, is moved to different advantageous points, where the slides, cartoons, and printed matter are thrown upon blank walls or canvas erected for the purpose. Printed matter may be distributed among the onlookers.

Talks before men's church clubs and other men's organizations in the city give publicity to the work.

Following Up the Membership

Many members drop out through carelessness, others through dissatisfaction with either the equipment or conduct of the work. Every effort should be made to discover by personal visitation or correspondence their reasons for leaving, for many times a member can be retained by reawakening his interest or by a frank discussion of adverse criticisms. The physical director through this means may also gain information which will aid him in making the work of the Department more efficient.

Supervision of the Physical Department

1. *Control.* The cost of maintenance is an important item and in planning a building this should be kept in mind, so that it may be reduced to a minimum consistent with efficiency. When this has not been done it may be wise to change the construction even after the building has been erected, in order to secure the desired results.

The attempt should be made to have the same individual control the entrance to the gymnasium, locker rooms, and showers. The one in charge of the natatorium, however, should not be asked to look after any other section during the hours when the pool is open for use. This recommendation is made in order to guard against possible drowning accidents. The attendant should be a good swimmer and have passed a recognized life-saving test. The door to the natatorium should be locked when there is no water in the pool or when there is no one in charge.

2. *Inspection.* The apparatus, especially that which is suspended, should be frequently inspected for worn parts or loose belts or screws. Flaws in the apparatus may

result in serious accidents. A general inspection of the whole department equipment every morning by the director or one of his assistants is advisable. Repairs should be made promptly. Broken dumb-bells, wands, and clubs or their hangings should either be removed or replaced at once. Mats should be carefully looked after as a few stitches will sometimes prevent serious damage. When the tufting cords become broken they should be either replaced or the mats taken out of commission, for, if they are used in this condition the felt will become broken and the mats rendered useless.

Repair promptly loose tiling, broken cement, leaky shower heads and valves.

3. *Janitors and Good Housekeeping.* A director's success is often measured by his housekeeping. A well-kept place has a direct moral effect upon the members and upon the employes as well. Uncleanliness is inexcusable. If the organization is small and employs no superintendent of buildings, the physical director should have under his charge a janitor for a certain specified period. If possible, the entire time of at least one janitor should be assigned to the Physical Department. The physical director, unless the janitor is very unusual, may have to systematize and supervise his work, telling him just what to do and how to do it.

In large Associations the janitorial force is under the direction of an expert building superintendent, and all matters pertaining to upkeep should be discussed with him and not with the janitors personally.

4. *Sanitation.* The first essential of a gymnasium is that it shall be clean. The floor should be swept thoroughly every day. Wet sawdust sprinkled on the floor will lay the dust and make it cling to the broom or brush.

An oil-soaked cover on the broom will also prevent the dust from spreading and in addition give to the floor a freshened appearance. The floor should be mopped weekly or oftener, but the use of washing soda or powder must never be allowed, as it dissolves the oil out of the floor. The addition of an antiseptic to the water is advisable. All the apparatus, both fixed and movable, should be treated daily with a moist cloth or duster. The running track and the mats should be gone over daily, if possible, with a vacuum cleaner. Painted mats do not absorb the dust and are easily cleaned. The mats of every gymnasium should be sterilized frequently, as infection may be spread by accumulated sweat and dirt.

At least once a year the walls of the gymnasium, baths, etc., should be washed with a disinfecting solution and every nook and corner thoroughly cleansed. A similar application should be made to the lockers, which should be scrubbed inside and out and all dusty clothes removed. Where possible a thorough fumigation of the plant is recommended. The use of non-spilling cuspidors, containing a germicidal preparation, or better still, running water cuspidors, should be furnished. These must be cleansed daily. A shower bath with the use of soap by members should be insisted upon before entering the pool, and the wearing of swimming suits, trunks, or other clothing should be strictly prohibited.

Many efficient filters are on the market and as a rule the water may be kept clean and safe for a considerable period through their installation. The occasional addition of hypochloride of lime or its continued application through a chlorinator is recommended by many to keep down the bacterial content.

Discolored tile may be cleansed by the use of a solution of hydrochloric acid.

Watch must be kept to detect and eliminate venereal disease.

Men with weak hearts and those subject to fainting spells or epileptic fits should be denied the use of the Department but especially of the pool unless closely supervised.

Bathroom and locker room floors should receive daily mopping.

Urinals and closets should not only be kept scrupulously cleansed but the closet seats should be frequently washed with an antiseptic preparation. Sanitary fountains and individual towels only, should be furnished.

The mouthpiece of the spirometer in the examination room should be washed with a tasteless antiseptic solution before using; such mouthpieces should be non-absorbent, or wooden ones, which may be destroyed after use, may be purchased at a small cost.

A sterilizing room may be installed where towels and clothing can be submitted to thorough treatment.

Most gymnasiums are kept too warm. A temperature of not over 65 degrees is advisable. The bathrooms should be warm (over 70 degrees) and well-ventilated. Baths should not be located in the same room with the lockers, as the excessive humidity and heat make it unpleasant for those dressing and also prevent the clothing in the lockers from drying properly. Every morning all windows in the gymnasium and locker rooms and bathrooms should be opened for thorough ventilation.

Partitions and other obstacles that keep out sunlight

and prevent circulation of air should be avoided. Dirt, darkness, and foul air are the enemies of health. Cleanliness is a hygienic law. An equipment though not elaborate will be exceedingly attractive if clean.

5. *Supplies.* a. *Clothing.* Unless the employed staff is large, or a special clerk is in charge, it is better to place gymnasium supplies on sale in a general Association store, where educational and other supplies are handled. The question as to whether the Association should sell gymnasium clothing is a debatable one. Its advantages are: It is a convenience to members, aids in establishing a uniform costume if desired, and is a source of income. The possible disadvantages are those incidental to selling goods. It is often unwise, especially in small cities, to compete with business firms. Physical directors or other employes should not manage such a business venture as a form of personal income, or have such apply on their salaries. A cash register is a convenient method of checking sales.

b. *Clubs.* All supplies for the wrestling, fencing, and other clubs should be ordered through the general business office of the Association. It is bad policy to allow representatives of these organizations to contract bills in the name of the Association.

c. *Renting of Towels.* Arrangements should be made so that members can rent towels from the Association at a cost not to exceed three cents each. Soap also should be on sale. Many Associations now furnish small cakes at a penny each, or include soap with the towel. The charge for towel and soap are determined by the cost of material and laundering. To insure the return of towels by members, a common practice is to require a member to bring back to the counter the used towel in return for

the membership ticket which he left for deposit when entering the locker room. Another method is to give each member a brass check on which a deposit of twenty-five cents is made. The member carries the check and gives it to the clerk at the time of receiving the towel and this check is returned when the towel is brought back. Failure to return the towel causes forfeiture of the check.

Handling the New Members

A systematic procedure should be followed in the Association office for introducing the new member into the Physical Department. The importance of making an early appointment for physical examination should be emphasized. Where possible these appointments should be made at the Department office, but in many Associations it will be found necessary to make them in the general office. This appointment should be for a time and date to suit the earliest convenience of the member. The new member is given a "Personal History" card on which is written at the time of appointment, his name, mailing address and telephone number, character of privilege applied for, and the date and time of his appointment. This card the applicant is asked to fill out and bring with him to his examination. It should call for information about as follows:

Age.

Occupation (past and present).

Married or single.

Early education: grammar school, public or private, high school, college.

Personal history; past illness and injuries.

Past physical training.

Use of stimulants and narcotics ; e. g., alcohol, tobacco, tea, coffee, etc.

Hours of work, sleep, recreation, and exercise.

Present condition.

(See Appendix, page 283, for sample card.)

Ample space should be left for noting any special matters relating to physical life and habits of the applicant. Mention should also be made that all the information given will be kept strictly confidential.

One of the most important duties, if not *the* most important, of the physical director is the meeting of the new members. The first impression of a young man in strange surroundings are the most lasting. Carelessness or indifference shown at this time may seriously affect future relations. A courteous, dignified, and sympathetic attitude removes much of his nervousness and restraint.

The Physical Examination

PURPOSE. The purpose of the examination is four-fold.

1. To discover the present condition of the applicant.
2. To discover his present need.
3. To guide in an intelligent application of the work to meet these conditions and needs.
4. To relate the member to the work of the Department and the Association as a whole, with reference to his physical, mental, and moral needs and qualifications.

Arrangements should be made for the frequent examination of those members who are participating in active and severe competition.

The examiner may be the physical director, if he is fully qualified by training and experience, or one of a

corps of physicians that volunteer their services for this work. These volunteer examiners should be fully instructed as to the character of the examination and the special points to be emphasized. Where many examinations must be made within a short time, a large group may be handled by a number of physicians, preferably specialists, working together, each examining a particular function. In other cases a preliminary vital examination may be given and an appointment made for a more complete study at a later period.

ROUTINE TO BE OBSERVED. The following routine is suggested in making the examination:

1. *Study of Personal History Data.* While the member is preparing for his examination, a careful study should be made of the information furnished on the personal history blank. This may serve as an important guide.

2. *Questioning.* By skillful questioning much additional information may be obtained regarding the member's personal habits, peculiarities, and special reasons for joining the Association.

3. *Inspection.* Look for superficial signs of defects or disease, note the facial expression and contour, mode of breathing, skin conditions, deformities, etc., also the muscular development and tone, the degree of vitality, amount of adipose tissue present, temperament, and any other points which may have a bearing on the more detailed examination.

4. *The Examination.* A careful examination should be made of the following structures and in about the order named:

- a. Heart, bloodvessels, and circulation.

b. Respiratory tract, including lungs, nose, throat, and teeth.

c. Special senses, eye and ear.

d. Spinal column for curvatures and faulty positions of the head, shoulders, and trunk.

e. Feet and legs, signs of broken-down arches, etc.

f. External genitalia, for hernia, varicocele, hydrocele, phimosis, and signs of present or past venereal diseases.

5. *Personal Advice to Members* should be based upon:

a. The defects found.

b. The general condition of health, kind and amount of exercise required.

c. Social and educational needs. Relation to the work of the Department. Daily occupation and personal development.

d. Religious experience and needs.

In addition to the general specific advice given by the examiner, arrangements may be made for a more exhaustive discussion of the religious life of the member through cooperation with the religious work department in the organization of a committee composed of men especially fitted for doing this work. The data for intelligently dealing with the member should be handed to the interviewer at the time of his introduction to him.

ASSIGNMENT TO LOCKER

At this time full information should be given to the new member regarding the privileges to which he is entitled and the location of the various rooms of the Department. He should be furnished a copy of the rules of the Department, a schedule of activities, and any other literature which will be of help to him.

ASSIGNMENT TO WORK

The physical director should always attempt to place the new member in some organized class or group, preferably one in which he will have an inherent interest. Arrange also to introduce him to the one in charge of the group selected and if he has no friends in the Department, see that he meets one or more clean men, Christian if possible, who hold the Association viewpoint. In addition, personal instruction should be given in any exercises he may require to meet his special needs.

CHAPTER V

DEPARTMENT PROGRAM

MEMBERSHIP GROUPINGS

In order adequately to meet the physical needs of the men and boys in the membership and community the program of the institution should be planned with reference to their ages or occupations or both, as follows:

1. According to Physiological Age:

- a. Pre-pubescent, representing roughly ages 12-14, weight up to 95 lbs.
- b. Pubescent, representing roughly ages 14-16, weight up to 95-115 lbs.
- c. Post-pubescent, representing roughly ages 16-21, weight up to 115-125 lbs.
- d. Younger matured, representing roughly ages 21-25, weight 125 lbs. and over.
- e. Older matured, representing roughly ages 25 and over.

The findings of various investigators of age groupings are not uniform and as considerable overlapping must occur, latitude must be allowed when dividing the membership according to chronological age.

Wherever possible Dr. C. Ward Crampton's index should be used as a most satisfactory and easy method for determining groupings according to physiological age.

2. According to Natural Groupings:

Boys

a. Schoolboys

Grammar school	12-14
High school	
Younger group	14-16
Older group	16-18

b. Employed Boys

Younger group	14-16
Older group	16-18

MEN

a. Sedentary Workers

Office and store clerks.....	18-25
Younger business men	25-40
Older business men.....	40 and over

b. Those whose occupations demand vigorous use of large general muscle groups.

c. Those whose occupations are more or less sedentary or limited as to space and require the use of small and limited muscle groups.

3. *Special Groups:*

Leaders, clubs, college students, civil service men, clergymen, newspaper men, wrestlers, fencers, etc.

Results Sought

In planning a program for the various groups certain definite results are sought as follows:

1. *Hygienic.* Gaining and maintaining health and organic vigor, through exercise, and instruction in all matters pertaining to healthful living.

2. *Educational.* Gaining control of the neuro-muscular apparatus through tactics, calisthenics, gymnastics, and the more formal types of exercise.

3. *Ethical and Social.* The gaining of self-control, respect for the rights of others, and cooperation for the help of others, through group games and sports, and general supervision of the conduct of the members in the Department.

The following outline is suggested for arranging the program according to the age of members to obtain the above results:

Pre-Pubescent Group (Roughly 12 to 14 years of age).**HYGIENIC**

Results Sought	Type of Work
1. Securing of correct posture.	Calisthenics:
2. Moderate muscular effort.	Corrective and general muscular movements; jumping; vaulting; running; folk dancing; games for hygienic effect.
3. Moderate effect on circulation and respiration.	

In this period growth in weight and height is reduced to the minimum. The boy tires easily and all work should be moderate in amount with frequent periods of rest.

EDUCATIONAL

1. Coordination of the large muscle groups.	1. Calisthenics with or without apparatus, including fancy steps for coordination.
2. A sense of correct and exact muscular movement (what is popularly known as form).	2. Swimming.
	3. Jumping and vaulting and exercises on apparatus requiring momentary support with special reference to developing accuracy of movement.

ETHICAL AND SOCIAL

1. Obedience to law:	Informal games and sport in individual contests; athletics; handball; basket ball, etc., used simply as play.
a. Of the department.	
b. Of games and sports.	
2. Respect for the rights of others.	

Pubescent Group (Roughly from 14 to 16 years of age).**HYGIENIC**

Results Sought	Type of Work
1. Maintenance and securing of correct posture.	Calisthenics:
2. Increased muscular power.	Corrective and vigorous exercise involving the large muscle groups; jumping; running; vaulting games,
3. Increased vigor of heart and lungs.	

As this is the period when there is a strong tendency to overdo, incentives should be minimized and the need of restraint be recognized.

EDUCATIONAL

- | | |
|--|---|
| <ol style="list-style-type: none"> 1. Supply deficiency of training in coordination and accurate muscular sense (form). 2. Training in handling the body by means of the arms and shoulders. | <p>Calisthenics:</p> <p>For coordination, including fancy steps; exercises on apparatus requiring moderate length of support and increasing complexity.</p> |
|--|---|

ETHICAL AND SOCIAL

- | | |
|--|--|
| <ol style="list-style-type: none"> 1. Supply deficiency in training in obedience to the law of the individual. 2. Obedience to group law. 3. Cooperation within the group. 4. Subserviency of the individual to the interest of the group. 5. A keen sense of justice in dealing with other groups. | <p>Games and sports in groups, requiring cooperation (team play), basket ball, baseball, group athletics, etc.</p> |
|--|--|

Post-Pubescent Group (16 to 20 years of age).

HYGIENIC

- | Results Sought | Type of Work |
|--|--|
| <ol style="list-style-type: none"> 1. Correction and maintenance of posture. 2. Development and maintenance of full muscular power and vitality. | <p>Calisthenics:</p> <p>Corrective and vigorous muscular movements; jumping, vaulting, running, games, wrestling, boxing, etc.</p> |

EDUCATIONAL

- | | |
|---|--|
| <p>Supply and continue training in coordination and accuracy of movement (grace).</p> | <p>Calisthenics:</p> <p>Fencing, apparatus work, full program.</p> |
|---|--|

ETHICAL AND SOCIAL

- | | |
|--|--|
| <p>Supply deficiency of previous training in personal and group relationships.</p> | <ol style="list-style-type: none"> 1. Continuation of games and sports of former groups. 2. Development of leadership, for basket ball, baseball and groups. |
|--|--|

Younger Matured Group (21 to 25 years of age).

HYGIENIC

Results Sought	Type of Work
Maintenance of organic vigor.	Calisthenics: Corrective exercises and continuation of same work as in former group in greater intensity.

EDUCATIONAL

Supplement and supply as much as possible deficient training of former periods.	Continuation of work of former groups with diminishing emphasis on exercises for educational effect.
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ETHICAL AND SOCIAL

Development of social interest and cooperation in social service.	Continuation of the group plan, emphasizing the social features. This is the period in which loyalty to the organization may be developed.
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Older Matured Group (25 years of age and over).

HYGIENIC

Results Sought	Type of Work
Maintenance of organic vigor and vitality.	Main work of this group is the maintenance of health and vitality by means of calisthenics, games of individual interest seeking pleasurable vigorous exercises.

EDUCATIONAL

Only very limited results can be expected after the age of twenty-five in supplying lack of coordination due to defective training in former periods, but perhaps some attempt should be made.	Very small proportion of the purely educational factor should enter into the work. It is only incidental.
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ETHICAL AND SOCIAL

Continuation of social service.	Fair dealing. Social equality. Association and community interests.
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DAY'S ORDER

It is essential to the successful and efficient operation of any class session that it should have a definite order of procedure arranged according to the needs of the group. This has been called the day's order.

The exercises in every day's order should be arranged to obtain the following results:

1. A gradual beginning.
2. An increasing intensity.
3. An increasing complexity.
4. A maximum intensity.
5. Gradually increasing intensity.
6. Recreation and relation.
7. Bath and rubdown.

This has reference to all the activities in any one session. The session may be divided into four periods as follows:

1. *Calisthenic Period*

- a. Exercise to gain attention, tactics, marching, etc.
- b. Introductory exercises ; to secure correct posture and to increase the respiration and circulation.
- c. Exercises for educational effect largely, control and coordination.
- d. Exercises involving large muscle groups. Hygienic effect.
- e. Exercises of decreasing intensity or those involving smaller and limited groups of muscles.

2. *Apparatus and Athletic Period*

Work in this period can be arranged with reference to its hygienic or educational value or both, but in any case it should be made to fit into the preceding outline, and should be progressive from day to day. (This

period may be eliminated in business men's and other groups.)

3. *Recreation Period*

The work of this period should be planned to provide complete relaxation, through simple, informal, massed games and sports either in the gymnasium or pool or both.

4. *The Bath and Rubdown*

Division of Period

Three class sessions a week are recommended for each group.

The relative time given to the different periods in each session are recommended to be approximately as follows:

1. PRE-PUBESCENT GROUP. Age 12-14.

Total time of class session, 1 hour.

Calisthenics period, 20 per cent, 13 minutes.

Formal type, 20 " " 12 minutes.

Recreation period, 60 " " 35 minutes.

In natatorium, 20 minutes.

If the length of the session be increased the first period in all cases should remain approximately the same, the increase being distributed over the two later periods.

2. PUBESCENT GROUP. Age 14-16.

Total time of class session, 1 1/4 hours.

Calisthenics, 20 per cent, 15 minutes.

Formal type, 25 " " 20 minutes.

Recreation, 55 " " 40 minutes.

In natatorium, 20 "

In this group provision may be made for the characteristic difference between high school and employed groups of the same age.

High school groups may be given more of the formal types of work by means of athletics, etc., while for the employed boy apparatus work may well be used.

It is especially important in this group that discipline should be emphasized.

3. POST-PUBESCENT GROUP. Employed boys. Age 16-18.

Total time of class session, 1 1/4 hours.

Calisthenics, 25 per cent, 20-25 minutes.

Formal type, 25 " " 20-25 minutes.

Recreation, 50 " " 35 minutes.

In natatorium, 20-25 minutes

4. OFFICE AND STORE CLERKS. Age 18-21.

Total time of class session, 1 hour.

Calisthenics 35 per cent, 20 minutes.

Formal type, 50 " " 30 minutes.

Recreation 17 " " 10 minutes.

5. YOUNGER BUSINESS MEN. Age 21-25.

Total time of class session, 3/4 hour.

(a) Afternoon group:

Calisthenics, 70 per cent, 30 minutes.

Recreation, 30 " " 15 minutes.

(b) Evening group:

Same as above group or group 4.

6. OLDER BUSINESS MEN. Age 25 and over.

Total time of class session, 3/4 hour.

¹ (The following division of the day's order was suggested by M. I. Foss at the Eastern District Conference, Atlantic Conference, January 8-11, 1919.

	Calisthenics	Apparatus Work	Athletics	Games	Swimming
Schoolboys	22%	18%	13%	26%	24%
Working Boys	23%	18%	15%	24%	22%
Young Men	29%	17%	12%	29%	16%
Business Men	36%	2%	11%	43%	16%

Calisthenics, 70 per cent,	30 minutes.
Recreation, 30 “ “	15 minutes.

Year's Program

In harmony with the policy presented to the Board of Directors, a program for the year should be prepared covering all the features of the work.

In preparing the program care should be taken that the necessary balance be maintained, that all features receive their proper emphasis. Two considerations should guide: First, the relative values of the various activities, and, second, the predominating interest in the membership. “Needs” should not be sacrificed to “Wants” however. Calisthenics, recreative games, and massed work of all kinds should be given the large place, specialized athletics, gymnastics, etc., a subordinate place.

The activities may be divided into: (1) Winter Program and (2) Summer Program.

I. WINTER PROGRAM.

Beginning October 1st and ending May 1st. It may be divided into two terms, the first beginning October 1st and ending January 15th; the second beginning January 15th and ending May 1st. Or three terms: Fall, Winter, Spring.

The program of work should make provision for every group of men and boys represented in the membership and be in harmony with its need as suggested in the previous outline.

a. *Graded classes*, including calisthenics, apparatus or athletic work, and recreation.

By “graded class” is meant one in which its members are graded according to ability, and the exercises are graded according to their educational value. The

organization of this class should be carefully planned and the following suggestions will be found helpful.

(1) Registration of its members: As this class is to have an educational basis, its attendance must be as regular as possible. Each member should be registered, and examined so that he can be placed in a grade suited to his ability. Where possible, men who are congenial should be placed in the same group so that the social spirit will be fostered.

(2) Grading the men. The class may be divided into three or five grades, as may be thought best, and each grade is again divided into divisions in which there should not be more than twelve or fifteen men, and better, ten. When divisions are large the wait between the individual exercises is too long and the interest is likely to flag.

(3) Leadership. This class is usually in charge of the Leaders' Corps and when the massed class is broken up into divisions for instruction in gymnastics or athletics, each division is placed in charge of one of the members of the corps whose duty it is to teach the exercises planned for it by the director. A leader may be appointed to a division for a single session or for a term, the latter being the most satisfactory as it enables him to become acquainted with the members of his division and is of value in establishing an *esprit de corps* in the group.

(4) Grading the work. There are several graded outlines of gymnastics published by Association Press, all of which are good. When athletics are part of the "Day's Order," they should also be graded. The leader should have received thorough instruction so that he will be familiar with the exercises he is to teach.

(5) Examination for Promotion. At the close of each term an examination should be held for the purpose of promoting to higher grade those who have attained a sufficient standard in the work of their grade. This should be a real test and only those who come up to a definite standard should be allowed to pass to a higher grade.

(6) Class Day. It promotes interest to arrange, at the close of the season, a program covering the various features of the work of the class and invite the public and especially the friends of the members of the class to be present. Every member of the class should be urged to take part and if properly prepared it may be made one of the best means of acquainting the public with the work of the Department.

b. *Classes for Business Men* or others who cannot attend regularly, and to whom gymnastic work does not appeal.

Classes for business men are usually held in the late afternoon or at the noon hour. The work usually consists of a sharp calisthenic drill, a recreative feature, and a run. In classes conducted at the noon hour the work should be light and largely recreative. They should be held before rather than after the meal, so as not to interfere with the digestive processes.

For young men who cannot come regularly, and who do not care for the graded class program, an evening class may be arranged, in which the activities are similar to those in the business men's group.

c. *Informal Recreation Periods.* In these periods, any member may take part and the activities are purely recreational. These informal games should not be allowed to fall into the control of cliques. The leaders in the

various sports should be changed often and every effort should be made to interest the new members (see Informal Compensation, p. 123).

d. *Organized Recreative and Competitive Features* — tournaments and leagues, in games, athletics and aquatics (for organization, etc., see Formal Competition, p. 125).

e. *Organized Work in Special Features*, such as boxing, wrestling, dancing, etc. Success in these activities depends upon competent leadership, and when this can be secured they form an important part of any program.

f. *Demonstrations and Entertainments*. In the year's program provision should be made for demonstrations of the regular and special features of the work, and for entertainments of gymnastic or athletic character, to which the public and especially the friends of the participants are invited. The purpose of these gatherings should be to acquaint the community with the varied character of the activities of the Department, and for the social value which such gatherings should have. The greatest care should be exercised in arranging these programs so as to insure a proper conception of the work, by those attending. They also have an excellent effect in interesting the members and promoting loyalty to the Association. (For a further discussion of social value, see Social Program, p. 132.)

g. *Activities, outside the Building*. Many attractive features may be organized in the open air, such as skating, snowshoeing, tramps, etc., and often appeal to men who are not interested in the indoor program.

h. *Special Training*. Private instruction in boxing, fencing, wrestling, swimming, and medical gymnastics, may be planned if competent instructors can be secured.

It is, as a rule, not advisable for the physical director to do this work himself as it is too trying and requires time out of all proportion to the number of men reached.

2. SUMMER PROGRAM

Heretofore the greatest activity in the physical work has been in the winter months. Then the gymnasium classes are crowded and the activities are at high tide. We have assumed that with the warm season men would cease taking active exercise and so have planned little for them, though it is in the summertime when men and boys have most leisure and seek recreation and when they really enjoy exercise most.

In recent years it has been found that if the work has been rightly planned, properly announced, and its character changed, work in the gymnasium can be continued throughout the entire summer. The majority of young men have very short vacations, and must remain in the city the greater part of the summer, and as the Association building is usually centrally located, it is most accessible.

Now, if an individual does certain types of work when he has the least time, it is to be expected that he will do more when he has more time. If he does not, there must be some psychological reason. His great need is not *less to do*, but different things to do. Not *inactivity*, but a change in activity fitted to the summer spirit.

The ordinary gymnasium schedules are too suggestive of winter and therefore not advisable. Just as we have discovered that education should not be limited to winter terms, and that summer provides unusual opportunities by simply changing the environment of the classroom to the park, the garden or the roof, so physical work can

be conducted in the building by changing the type of work. Even in as hot a section as the downtown portion of a city it has been proven that gymnasium classes can be conducted, with modifications in the type of exercise, throughout the entire summer.

First of all the Association building and its accessories should suggest the spirit of summer. There should be a change in the furnishings. Curtains and heavy upholstery should be displaced by things more seasonable. Electric and other fans, plants, flowers, bubbling fountains with clear, clean, cool water for drinking purposes should be available. The roof or an adjacent lot may be appropriately equipped and electrically lighted for recreative games. As accessories to the regular work, baseball scores can be announced and oftentimes music afforded.

The calisthenic drills should be brief, snappy, and happy and should be followed by recreative games. Spring and summer tournaments in handball, volley ball, and even indoor baseball are popular and hold interest. The swimming pool can be made very attractive, and there may be special effort to give instruction in swimming and lifesaving with other features for the more advanced swimmers. Of course, the ideal plan is to transfer the indoor work to out-of-doors and simply continue the winter schedule in a different environment and with a different day's order. Where an athletic field with adequate facilities for all forms of athletic games and sports is available this is possible. But it must be remembered that simply having a field is not sufficient. It must be well supervised and an active and varied program of activities provided.

Experience proves that a field near a body of water

where bathing and boating privileges are available is most popular. If it is out of the city any considerable distance a clubhouse with dormitories can be a part of the equipment.

Many Associations by force of circumstances will be unable to provide such equipment, but this does not mean that summer activity is impossible. (See Appendix, p. 230, for hints on organizing.)

The following program is suggestive:

a. WORK INSIDE THE BUILDING

- (1) Informal classes in calisthenics and gymnastics may be held where interest can be sustained.
- (2) Informal, and sometimes organized, games and sports in the gymnasium and especially in the natatorium.

b. WORK OUTSIDE THE BUILDING

- (1) *Association athletic fields*
 - (a) A thorough organization should be planned for a systematic program in the various athletic sports and games.
 - (b) The promotion of leagues and contests in the various outdoor sports.

Where no athletic fields are provided but use can be made of public parks and fields, the same type of work may be conducted as suggested above.

(2) *Camps*

Every Association should provide opportunities for camping for longer or shorter periods, such as:

- (a) Summer residential camps for the entire season, or

(b) For shorter periods and week-end trips.

Provision can be made at these camps for conducting all or part of the athletic and aquatic programs.

(3) *Camping Trips*

These may vary from week-end or single-night trips to those extending over longer periods.

All these camping parties should be thoroughly organized under competent Christian supervision.

(4) *Outings*

Frequent tramps or trips by boat, rail, or street cars, to places of interest may be arranged.

Guides or leaders who can point out places and things of interest, or can conduct nature studies make these outings both pleasurable and profitable.

(5) *Vacation Bureaus*

The procuring, tabulating, and dissemination of information about all classes of summer resorts, camps, etc., where men may spend their vacations, including places where it may be possible for men of small means to have a vacation and where part or the whole of the expense may be met by working part of the time, will be found very helpful.

Program for Recreation and Competition

I. INFORMAL COMPETITION

In a well-balanced program of physical work recreative activity will have a large place. Each class period should be arranged so as to make ample provision for informal recreation. This can be secured in two ways. First, by introducing the recreative element into the various physical activities, and, second, by organizing more formal recreative games. In the former, recreative exer-

cise can be introduced in some of the calisthenic drills by using various athletic, boxing, fencing, and wrestling attitudes or positions. The heavy apparatus can be used to get over and around in rapid and informal fashion.

All forms of play can be introduced in connection with the more formal work, such as jumping over the elephant, relay races around the apparatus or around Indian clubs, and using the medicine ball in various ways. While the physical director will, in portions of his day's order, insist upon erect carriage, and accuracy in executing exercises, he should also keep in mind that his work must be interesting, pleasing, and attractive.

From these informal phases of exercise the director can proceed to games that have some form of organization, such as volley ball, battle ball, indoor baseball, indoor hockey, ring hockey, and basket ball.

For class purposes these games must be modified so as to make use of the largest possible number of players, provide adequate muscular activity, a minimum risk of injury, and demand little skill. The fewer rules the better. Such games have the value of completely absorbing the interest of the players and of stimulating regular attendance. The games should not, however, displace other forms of activity which are essential.

Occasional informal tournaments in different games will add greatly to the enthusiasm.

Business men's classes can be divided into teams, and short time games played covering a brief series. Friendly rivalry is healthy and stimulates the social life of the group. A carnival made up of several varieties of games so as to encourage a wider range of interest, and an all-around development, is an excellent plan. In all such activity the participation of the least skilled

must be encouraged, and provision made for them in the scheme of scoring and enrolment. The following is a suggestive list of sports:

a. *Inside the Building:*

Volley ball	Hockey
Indoor baseball	Soccer
Basket ball	Gymnastic games
Handball	Swimming
Athletics	Bowling, etc.
Group games	

b. *Outside the Building:*

Many times an informal program of sports can be arranged for at a convenient point outside the building either with special groups or where the entire membership is invited to participate. Games such as baseball, soccer, lacrosse, tennis, athletics, cross-country running, winter sports, aquatics, etc., can be used at such gatherings.

2. FORMAL COMPETITION

General statement. Formal competitions are those in which individuals or groups strive to win special recognition in the winning of prizes or honorable mention.

From informal types of recreation, it is a natural step to more formal competition. Many Associations find it good practice to set aside a definite period for competitive games, and provide for interclass competition, group games, membership athletic meets, etc., with or without trophies, to which friends of members are invited.

So long as competition is confined to the membership, there is little difficulty in managing it, and the results are beneficial.

When, however, competitive relations in athletics and sports with other organizations are undertaken, the conditions are altered and more careful supervision is needed. The spirit of the contest often becomes tense, a higher degree of specialization is demanded, and a system of training on the part of the players required.

Whenever a policy of open competition is decided upon, it should be approved and supported by the Physical Department committee.

The competitors and members of the team must be made acquainted with the policy of the Association in the regulation of such activities. Definite schedules for practice periods for games must be arranged in advance and faithfully adhered to in practice. Many Associations have suffered severely because policies have not been framed in advance and conscientiously followed. In adopting a policy in reference to competitive athletics, the following should be insisted upon:

Only men who represent in fair degree the Association ideals should be selected to represent the Association.

The number of games to be played both in the Association building and elsewhere must be decided. The manner in which participants are to be selected should be clear. In every case only members in good standing for a reasonable period should be eligible. A plain statement should be made of the policy followed in the Association regarding traveling expenses, entry fees, or honoraria of any sort. Too frequently groups or cliques of young men have formed in Associations and have demanded special privileges, undue attentions, and discriminations, thus perverting the motive of such sports. Athletics in the Association are justified only on the basis that they make for health and character.

The physical director and Physical Department committee must be acquainted with the correspondence and the plans of the managers of Association teams. Relations with other teams should be in accordance with the amateur platform and the spirit stated in the pronouncement published in the Handbook of the Athletic League of Young Men's Christian Associations of North America of which League every Association should be a member. The Association should have relations with only those teams which are related to some reputable governing body or institution except where special agreement can be made with those not so related by which their amateur standing is ascertained.

The members' welfare must be protected by the Association and care exercised that only those in good physical condition participate. The zeal of some must be checked lest they overdo or over-emphasize the importance of sport, and permit it to take too much of their time, strength, and attention.

When teams go away from the Association building they should be in charge of a responsible leader or manager.

The physical director himself must be particularly careful not to allow the desire for victory to warp his judgment, but should exemplify in his own conduct the ideal sportsman he expects others to be.

When athletics are conducted in accordance with the foregoing suggestions they stimulate good-fellowship, a desirable social spirit, and loyalty to the Association.

Types

I. GROUP. Contests in which the record of the individual or team is credited to the score of the group of

which the individual or team is a member. The endeavor is to enlist the largest number of members irrespective of ability. Systems of scoring are used which give every individual credit for the record made. Emphasis is placed upon individuals competing against their own records, no matter how mediocre, rather than to beat the records of other individuals.

2. CLASSIFICATION MEETS. The great advantage of these contests is that a large number can be induced to enter. Classifications may be: (1) by ability, (2) by weight, (3) by age, (4) by height, (5) by school grade.

3. INTRAMURAL. Contests between various groups within the membership, as, (1) schoolboys, (2) working boys, (3) dormitory men, (4) business men, (5) municipal employees, (6) interclass, (7) intraclass.

4. REPRESENTATIVE. Contests of Association representatives with other organizations.

5. TOURNAMENTS. (1) *Intramural*. These should be run for a period not to exceed three months, in order to give the individuals in the losing group an opportunity of being selected for another term contest. As a rule these contests are made part of the regular class sessions. In some Associations special periods are set aside for such contests. These tournaments stimulate interest in the regular classwork, but it should be understood at the outset that they should not interfere with the program for the rank and file of the membership. (2) *Representative*. The kind and amount of representative competition will depend on local conditions.

6. SHORT-TIME MEETS. These are contests which are completed and decided within two or three hours' time, and may be either intramural—coming at the close of some tournament and serving as a climax; or representa-

tive, to which one or more other organizations are invited to take part.

a. *Suggested Events:*

(1) Individual

(a) Track athletics: dashes, middle distance runs, distance runs, potato race, etc.

(b) Field athletics: pole vault, jumping, shot put, etc.

(c) Aquatics: short distance swims, long distance swims, fancy diving, plunge for distance, etc.

(d) Miscellaneous: wrestling, fencing, boxing, etc.

(2) Team Contests

Basketball, volley ball, soccer, lacrosse, tennis, baseball, hockey (field and ring), water soccer, handball, etc.

b. *Scoring Methods.* The Handbook of the Athletic League of North America and the special pamphlet by Dr. John Brown, "Athletic Tests for Boys," contain many valuable suggestions for grouping individuals and scoring table.

c. *Awards.* The giving of cups and medals should be discouraged except possibly for special occasions. Recognition may be given in various ways: (1) Honorable mention by placing names of victors on tablets to be kept in the trophy or clubroom; (2) certificates or diplomas; (3) ribbons; (4) buttons; (5) inexpensive pins; (6) pin medals; (7) standard medals.

d. *Organizing the Meet.* In any contest, organization is essential to success. This includes committee service, publicity, printed matter, providing the neces-

sary apparatus, and officials. Due forethought with reference to these matters will economize time and effort and prevent confusion later.

Things to remember in advance are: Time of meet; adequate accommodations for sports and spectators; cost; character of prizes; an assurance of an adequate number of entries; selection of a date which does not conflict with other attractions and activities; the increased effort which it will demand. These settled, then details must be considered.

e. *Printed Matter.* Entry blanks must be sent to athletic organizations and followed up and widely distributed. These should contain a clear statement of the date, place, events, and the character and number of the prizes. Provision must be made to carefully number and file these entries as they come in. The date of the closing of the entries must be announced on the blank, and should be strictly adhered to, it being long enough in advance to allow for handicapping the events and the making up of the program. If prominent athletes enter, much can be made of this fact in good newspaper publicity and is the best form of advertising. Posters and street car signs may also be used to good advantage. Upon the receipt of each entry the competitor should be sent an admission card which will be an acknowledgment of his entry. He should also be advised of the time for starting the program and warned to be prepared to compete when called upon. A careful record should be kept in a separate book of each entrant, the fee paid, and the events entered.

f. *Officials.* These should be selected with great care, and with reference to efficiency rather than to honor prominent individuals. Most meets have too many offi-

cials and frequently many that know nothing about officiating. Especial care should be used in selecting the referee, the starter, the chief clerk of course, and the judges of finish.

Weakness in any of these points will seriously affect the success of the games, and leave a bad impression on both contestants and spectators.

g. *Apparatus.* Days in advance the physical director should go over each item of the program and check up each article needed. Little items, like finish tape, whistles, pistols and cartridges, stop watches, pins for competitors' numbers, bars for the high jump standards, seem insignificant, but the absence of any one of them will cause delay and confusion.

h. *Conduct of the Meet Itself.* The games should start on time and delays should not be tolerated. Some one person ought to be selected as the director of games whose sole duty it is to keep things moving. Many good meets have been spoiled by long-drawn-out and needless delays. The clerks should announce events long enough in advance to insure the prompt appearance of athletes.

Marshals are an important element and should be efficient. None but officials or competitors should be allowed in the enclosure and even the latter must be sent off the field as soon as their event is over, though care should be taken to provide a place where they can witness the games. Visiting contestants should receive courteous attention from the Association which is their host.

A good announcer or bulletin board is an essential to the success of the meet.

CHAPTER VI

PROGRAM CONTINUED

Social Program

Nowhere is it more important that the social emphasis should be prominent than in the Physical Department. Man is essentially a social being and in every phase of life demands congenial companionship, and this is especially true in his play life. Many educators believe that the greatest value of competitive athletics and games is found, not so much in their physical benefits as in their socializing effect. The great baseball, football, and other games are the greatest democratic gatherings found anywhere. Common interest breaks down social barriers. Men will not stay where good-fellowship is not present. On the first entrance of the member into the Department he must find congenial surroundings and companionship. If this is lacking the work may be ever so scientific, yet it will fail to hold him for any great length of time. A study made in a metropolitan Association showed that more than one-half of the men who dropped out did so within the first two months, and the principal reason given was lack of congenial surroundings. New members coming into the Department, if they have no friends, should be introduced to those who will endeavor to make things pleasant. Get them into some class or group and put it up to the members of the group to make them feel at home.

The "day's order" should be socialized by introducing

into it at appropriate times, such features as will break up formality without destroying values. The laugh, the whistle, the song, if wisely used in any class drill will add to its attractiveness and promote a social atmosphere.

The use of informal events of various types, such as hops and walks during the after-class run, hand wrestling, unique swimming and athletic contests, are desirable at times. Pick-up group team contests and games are likewise helpful.

Of the more formal affairs that may be conducted in the interest of sociability the following list is suggested:

The circus with its variations; a carnival of sports in the gymnasium and natatorium, including the great variety of floor and water games; races such as, relay, hurdle, tub, egg and spoon, candle, three-leg, tandem; cross tank swims, egg blowing, etc.; specials, such as tug-of-war, bobbing for corks and apples, walking on the bottom of pool with weights, ducking, and such aquatic games as water basket ball, polo, soccer polo, fancy diving.

Monthly socials in the gymnasium with a special program of games and sports, with or without refreshments. Dime socials — members depositing a dime to pay for cocoa, wafers, etc.—the entertainment consisting of games, singing, talks; holiday socials, on Hallowe'en, St. Valentine's Day, April Fool's Day, etc.; with characteristic features of entertainment. Suppers for classes, teams, committees, and clubs; dinners and banquets to celebrate the close of team games, tournaments, and leagues; and banquets at the end of a term or season's activities. An apple social, marshmallow roast, press social, with an original paper edited by the members (personal references in such a paper should not be offensive), are interesting. Local talent socials, where the entire

entertainment is furnished by members of the class or club; a union sociable, in which the members of the Department combine with those of the Young Woman's Christian Association.

Receptions to various groups of individuals, particularly those who are interested in the physical features, may be made to serve a social purpose, if properly arranged and conducted.

A committee on the visitation of the sick is a social feature, and because of its great importance should certainly be included among the social activities of the Physical Department.

To secure social value as well as to popularize the work in the community, frequent demonstrations of the various phases of physical activities should be held to which the public are invited. To avoid the dangers of commercialism admittance should usually be free and by invitation card or ticket. The events in the program should be demonstrations of the regular activities, so that the public as well as the participants may be impressed with the earnestness, wholesomeness as well as the joyousness of the work. (See Winter Program, p. 116.)

Health Education Program

The human body is a complex and intricate machine. That all men should have at least a general knowledge of the laws governing the body is a self-evident fact. The driver of an automobile must not only know the workings of the steering gear, but if he is to get the most service from the car he must know the operation of every part, and be able at once to locate troubles that may arise. He must also know what obstacles to avoid in

driving the machine. An auto may be able to run up a curbstone and through ruts for a while, but its life will be much shorter than if the chauffeur avoided such obstacles.

In a similar way every man should know the human machine, what it needs for growth and development, how by constant and careful adjustments it can maintain a maximum working efficiency, and what must be avoided. The physical director, if he would be successful, must be more than a mere director of physical activities. The day is past when intelligent people are satisfied with one who merely plans a course in physical exercise, no matter how scientific and practical, and does not provide instruction relating to the healthy maintenance of all functions of the body. Men need to know more than simply how to exercise.

At best the director will have his men in the gymnasium only four or five hours per week, and by a single act of carelessness after leaving the exercise room they may undo all the good results obtained there. The physical director must be a physical educator, and teach men not only how to handle their bodies in the gymnasium, on the athletic field, and in the swimming pool, but also how to get the best results from their physical organism in their business or profession, what they may do and what they must avoid to remain healthy. This means that the laws of health must be taught, and when we recognize the fact that one-half of all sickness might be prevented, and that thousands of deaths might have been postponed, the gravity of the problem becomes evident. Hygiene and prevention of disease are the latest developments of science.

The relation of the physical director to the other de-

partments of the Association, in the matter of health education, should be that of an expert adviser. Should the boys' division, the educational, or the religious work department, institute or promote health education within their respective memberships or in the community, the physical director as a specialist, should cooperate by giving advice when called upon and supplying qualified persons for such committee service.

Three methods may be employed in the promotion of health education: (1) the class; (2) the lecture; and (3) the distribution of literature.

1. The class method includes the use of a textbook, and demands considerable home and classroom work on the part of the pupil, continuing through one or more terms.

2. By the lecture method, the subjects are covered singly or in courses, the material being largely handled by the instructor. Classes or lectures may be separate units of instruction, or they may be held in connection with other activities, such as gymnastic, educational, or Bible classes, or as a part of the Sunday afternoon meeting. A special campaign may be conducted for a week using a specialist on some particular phase of hygiene.

3. For the distribution of health education literature, the following methods have been used with success: (1) At the time of personal examinations; (2) at a subsequent special interview; (3) at lectures, classes and public entertainments; (4) through selected individuals, committeemen or institutions; (5) through the daily press or certain periodicals; (6) through vacation and general information bureaus; (7) at public welfare exhibits; (8) through special mailing lists. All material used should be carefully selected and standard in quality.

The Physical Department has a definite obligation to promote the study of personal hygiene, not only among its own members but also among the members of the Association as a whole and in the entire community. For the general membership, there may be talks before any related group of men or at more formal gatherings. For the community at large the director should associate with him a corps of local physicians and other specialists in formulating a broad plan, with good backing, that will ensure it being inaugurated and carried through with success.

First Aid to the Injured

Through the joint arrangement of the International Committee of Young Men's Christian Associations with the American National Red Cross of the United States Government, the members of every Association have the special privilege of pursuing courses in first aid under the joint sanction of these two organizations, and, if successful in the examination, may receive the official Red Cross certificate bearing the fac-simile signature of the President of the United States.

These first aid courses are of two grades:

1. The Elementary Course, limited to those fifteen years of age and over, requires a thorough course of training in both theoretical and practice work.
2. The Advanced Course is limited to men who have already passed the official elementary test. It involves both written and practice work, requires much more of the principles and reasons for methods pursued, and needs full and explicit replies to questions given in the test.

In addition to the above courses, the International

Committee of Young Men's Christian Associations conducts independently a course in First Aid to the Injured for boys under fifteen which involves the simple fundamental principles of first aid, and grants its own certificates to those successful in the examinations.

Teachers or leaders of first aid should usually be active, successful physicians; though efficient physical directors with special training in this work may make good leaders. The course should involve ten to fifteen or more regular sessions of the class with the leader. Much emphasis should be given to the practice part of the course at each session of the class, and special attention given to the prevention of accidents. The thirty-cent textbook in first aid by Major Charles Lynch of the American Red Cross is used very largely in the best courses, but any other efficient, modern text may be acceptable. It is desirable that each student should own a textbook.

Sex Hygiene

The purpose of instruction in sex hygiene is to inspire high ideals, to teach self-mastery, to properly guard against the acquisition of wrong habits, and to correct false ideas that may have been acquired.

All teaching should give chief emphasis to the moral and religious rather than the physiologic, or pathologic aspects of the subject.

Instruction should center first upon the relation of the sex function to the growth and character of the individual; then to the relation of the individual to society.

The instructor should be a person of tested character and ability, possessed of virile manhood and a personality that will appeal to and command the respect of the individual or group with which he is dealing.

The demand for information should be met according to the physiologic and psychologic periods of growth. Instruction should not arouse morbid curiosity. Anatomic, physiologic, and pathologic material should be used sparingly. The instruction should be given in very short courses or in a single lecture; it is best given as part of a series of general health lectures or studies.

As to methods, the instruction should center upon the parents, as they are the natural teachers of their children. In the case of other adults, instruction may be given to groups selected with reference to occupation, or common interest and natural association, such as industrial workers, college students, clerks, etc.

For boys, if lacking parents or neglected by them, instruction is best given through personal interview by wise and careful men in whom they will have full confidence. It may also properly be given to small groups or classes, of similar intelligence and graded with reference to physiological age. A special series of talks by a recognized authority has proved very helpful.

Sex hygiene literature may be distributed under certain restrictions, such as previous preparation of the person or group and with a definite time stated for its return. All such literature should be selected with great care, and it should be strictly non-transferable. Putting such literature into the hands of pre-pubescent boys is of very questionable propriety, and it should be given to pubescent boys with great caution.

Community Hygiene

The work in community hygiene will include instruction in sanitation — both indoor and outdoor. Through public lectures, well-written articles in the daily press,

and the distribution of attractive and illustrative leaflets, public opinion regarding matters of household and community health may be enlightened and elevated.

To aid in starting and conducting a health campaign material may be obtained from various sources: state and city health boards; such organizations as anti-tuberculosis societies, municipal research and moral prophylaxis societies and other welfare agencies; libraries, including their bibliographies; school boards, information regarding illness and absence of pupils; literature of insurance companies; certain documents issued by the national government.

Material so gathered should be used in informing the local society or club undertaking the work of community publicity, furnishing ammunition for the use of home lecturers, newspaper writers, and for those charged with editing any leaflet or pamphlet literature for general distribution.

The topics presented should be those adapted to the local needs; ordinarily their scope would include, above and beyond the hygienic care of the houses, yards, and outbuildings of the residential sections, and buildings and environment in the business and industrial parts of the city, such general subjects as street cleaning, sewage, public water supply, markets, milk, and other food supplies; also, sanitation of public buildings and street cars, building laws regarding light, air, and density of population, the location of parks, public baths, and recreation centers.

In the prosecution of such a campaign the stereopticon or the "movies" might be employed with excellent effect.

Program of Religious Education and Work

A fundamental aim of the Young Men's Christian Association is to study the life problems and religious needs of young men and boys, and having ascertained these attempt, directly or indirectly, to supply such as are not being otherwise met. A leading feature of the Physical Department should be the doing of this work in its own peculiar sphere, a sphere broad in its scope and elastic in its adaptability. The Physical Department, in its intimate and continuous contact with its members, has large opportunities, with correspondingly large responsibilities. The religious work of the Department is the one feature that distinguishes it from all other physical training agencies.

A program for definite religious work must be included in the Physical Department policy of every Association. It should be in harmony and coordinate with that of the religious work department, and a special committee should be appointed to cooperate with it in promoting the departmental religious activities. The program may be under three heads: (1) Bible classes; (2) religious meetings; (3) individual or personal work.

I. BIBLE CLASSES

The first consideration in any class is its leadership and this is especially true of the Bible class. The teacher should be one who is known and respected in the Department. He should be familiar with the relation between health, clean living, and the religious life. Another important factor in the success of the class will be its organization. A strong chairman and a committee on publicity are essential. The social spirit should receive strong emphasis.

In many Associations Bible classes can be organized

in natural groups, the courses and the hours being adapted to the needs of those attending. Members qualified to pursue advanced Bible study should be referred to the regular courses of the Association. Religious educational work, such as life-problem courses, should have a moral and religious application.

Because of the close relationship between the physical and spiritual natures of the adolescent boy, and because of the vital importance of this period in his life from the viewpoint of religious education, it is urged that evangelistic Bible study be specially promoted among such boys with the view to obtaining definite decisions for the acceptance of Jesus Christ as Saviour and Lord.

2. RELIGIOUS MEETINGS

As a rule, the influence of the Department should be used to promote the regular religious gatherings of the Association rather than to conduct such as a Department feature. The criticism that the physical work is being used as a trap to force men into religious meetings should be studiously avoided; at the same time, the religious emphasis should be given to all the work and the membership should feel that the closest sympathy and co-operation exists between the Physical Department executives and those of the religious work department.

When religious meetings are held on the gymnasium floor, they should be announced in advance, and if held in connection with a gymnasium class they should be at its beginning or close, so that the members may have the choice of attending or not, and the men should have opportunity to don proper clothing so as not to jeopardize health. Regular definite periods may be arranged

for conducting religious meetings, but they should not be allowed to interfere with the use of the equipment by other members. It is better to use a room adjoining the gymnasium or one easily accessible to it. The men who conduct these meetings should be conversant and in sympathy with the aims and spirit of the Department.

In cooperation with the religious work department, special meetings may be arranged for gymnasium men on occasions such as: Week of Prayer, Easter Week, and Join-the-Church Day.

3. WORK WITH THE INDIVIDUAL

Plans for touching the religious life of the members are not complete without adequate provision being made for reaching them through personal contact. This can be accomplished by a tactful method of personal interviews, conducted either at the time of the physical examination or through special appointments. These interviews may be undertaken by the physical director or by competent volunteer workers.

Each physical director must work out a plan which will best fit in with the local program, and which can be efficiently carried out. Cut and dried methods cannot be successful but the following suggestions are given as a working basis: First, all the information possible should be secured which will give an intelligent estimate of the man's activities, needs, and possibilities — whether he is a church member, his affiliations with other organizations, his business position and standing. Much of this will be found on his application blank and Physical Department questionnaire. This material should all be in the hands of the interviewer before he meets the mem-

ber. Second, a committee of strong, virile men should be organized, the members of which will agree to give definite periods for this work.

This committee should be thoroughly trained for this special service and have definitely in mind the object of the interview, namely that of establishing contact with the incoming member, securing his interest, and advising with him about his needs in his business, social, and religious relations. His physical needs should be taken care of by the physical director. Every effort should be made to secure his sympathy with the supreme objective of the Association. If he is not a Christian he should be the subject of earnest, tactful, and continuous effort. It is questionable if a personal interview is possible or even advisable with all incoming members. Due allowance must be made for religious beliefs, business and professional standing. In any plan the approach must not seem obtrusive, and the member ought to be led to feel that it will be a privilege to meet a man who will be competent to advise with him on matters about which he may be troubled, be they business, social, or religious.

Extension Work Program

The extension work program must be the outgrowth of a strong internal program and should cooperate with agencies already in the field so far as possible, in lines of clearly defined need, and may include the entire Association program of health education, physical training, and play activities.

Facts gathered from the study of any field will best determine the policy to pursue in extension efforts. The usual logical beginning is to organize a special class to train men for work with general organizations. Such

training may be given to members who are preparing to teach the extension features and also to men from churches and clubs that may wish to send representatives to the Association for instruction as leaders in their own organizations.

The work of this class should cover principles and methods of dealing with boys and men, class drills, rules governing athletics and games, and other general topics. Either in this class or in another group a school to train officials for meets and contests is well worth undertaking.

I. EXTENSION WORK WITHIN THE BUILDING

The Association gymnasium may be used at stated intervals for high school games, Sunday school athletic leagues, commercial leagues, industrial leagues, and the like.

Often arrangements can be made with churches or high schools by which boys and young men are sent en masse to the Association for class or athletic instruction, a special fee or lump sum agreed upon being paid for this service.

The bowling alleys are often rented to the same groups as the above for league tournaments, thus placing such activities under wholesome auspices and affording a wholesome basis for contact. City restrictions regarding tax exemptions, however, should be carefully observed.

Frequently the Association has the only swimming pool in the city and it affords a valuable aid in ministering to different groups in the community. Public swimming campaigns can be conducted in which the natatorium is thrown open to the public for a week or two. Sometimes an arrangement can be made to teach swimming to public school students, aquatic meets for high school students

may be held, and often special instruction given to groups of municipal employes such as firemen, policemen, and swimming bath attendants.

The Association in many communities bears an active relation to the athletics of the community, both in the holding of athletic meets in the gymnasium and through the activities on the Association's grounds, where athletic meets, baseball games, tournaments, and other forms of outdoor sports are provided or organized. Tennis courts may be made available through organized tournaments and through a relationship established with the churches, schools, and business houses.

Lecture courses on health subjects in the building may make the Association a center for health information and education. Caution should be exercised in all extension work that the privileges of the members are not curtailed, or that by the free use of privileges by non-members the membership is not underrated. The members' interests must be protected.

2. EXTENSION WORK OUTSIDE THE BUILDING

Among the types of service open to Associations and likely to win the confidence of the people of a community are the following:

A cooperative and supplemental relation to the public schools in pioneering the development of physical education and medical examinations of school children, in the organization and direction of public school athletic leagues, in taking responsibility for securing Christian leadership of physical education in the schools, and in accepting direction of recess periods and athletic meets.

A cooperative relation to public recreation by creating

sentiment for playgrounds, by teaching the value of playgrounds through actual demonstration, by enlisting the cooperation of men in securing legislation, by giving counsel in reference to the construction and equipment of playgrounds, by providing the supervision or undertaking the actual management of public playgrounds.

A cooperative relation to the Sunday schools and churches, by providing trained leaders to direct physical work in churches, or by training church leaders in the Association gymnasium; by organizing Sunday school athletic leagues through which summer camps, athletic meets, physical tests, first aid classes and physical education may be promoted by the churches.

A relation to the municipality through civil service classes for city employes, physical training for policemen and firemen, and the supervision of civic meets, celebrations, and pageants.

The promotion of health education in shops, factories, department stores, first aid classes for employes, public lectures on health and eugenics, campaigns in sex education, preparation of courses of study, and organization of classes in public hygiene.

Promotion of industrial athletic leagues, gymnasium classes, and swimming and life-saving instruction for employed boys.

The federation of the permanent institutions of the community, such as schools, churches, settlements, playgrounds, and turners, in reference to the administration of athletics, by which the sports of an entire city or county may be placed upon a basis through which character and manhood will be developed.

Investigation, education, and cooperative efforts in be-

half of better housing, and living, and working conditions of the men and boys, especially in industrial communities.

There is no limit to the possible service which may be rendered in a given field except the limit of the ability of the Physical Department committee, their acquaintance with the needs of the community, and the confidence in which they are held.

CHAPTER VII

THE PHYSICAL DIRECTOR

PHYSICAL TRAINING has become in the last few years, a profession ranking with the other great professions of law, medicine, and the Christian ministry. The physical director, in character, ability, and training must measure up to the standards of his profession if he is to be successful. The day has passed when the broken-down athlete or gymnast, the unsuccessful physician or minister can hope to hold a place in this great work. Twenty to thirty-five per cent of the men who enter the physical work of the Young Men's Christian Association leave it within two years. The greater proportion of these do so because of insufficient training or insufficient knowledge of the qualifications demanded.

Physical directors in the field are largely responsible for this condition and have been all too ready in advising members of Leaders' Corps and others to enter this profession without due consideration of their qualifications to fill this office. Any one considering this profession as a life work should carefully study both the qualifications demanded and the opportunities for service which it offers.

Men already in the work would do well to examine themselves and judge whether or not in the light of the increased demand for men of the highest character, ability, and technical training they can reasonably expect to succeed.

Many men who might succeed in other fields of physical training will fail in the Association work because of its peculiar demands.

His Qualifications

The following qualifications necessary to success in the Physical Department of the Young Men's Christian Association were laid down by a Commission of which L. Wilbur Messer was chairman:

1. Christian character and religious leadership.
2. Executive ability.
3. Cultural and technical training.
4. Attractive personality.
5. Athletic and gymnastic ability.
6. Business ability.

I. CHRISTIAN CHARACTER AND RELIGIOUS LEADERSHIP

The physical director should be a man of unquestioned Christian character and spiritual vision; whatever else we may require in the way of equipment, this is primary and fundamental and without this no man ought to find a place as an employed officer of the Young Men's Christian Association. He should be a man with large faith in God, in himself, and in his fellowmen — a man of whole-hearted devotion, of deep and growing spiritual life, the quality of which will be contagious. He should be a man whose interest is in men and boys rather than things. This interest should be concrete and directed toward the individual, rather than simply general and related to mass activities.

He should be a man of positive religious leadership. Any other type is not only a negative element in Association work, but may be a distinct menace. Religious

leadership is the one thing that will be permanently distinctive of the Association physical directorship, and unless men enter into it with the primary purpose of rendering definite Christian and religious service to men and boys and choose it because of the opportunity it affords for religious leadership, we cannot expect them to be permanently successful or to be willing to make the sacrifices necessarily entailed in our work. To the man interested simply in physical education as such, other agencies can offer inducements that will sooner or later win him away from us. This fact in itself is a safeguard of the peculiar quality of our work.

Physical training in the Young Men's Christian Association is more comprehensive in its scope than physical training in any other agency; other forms of physical training, as in schools, colleges, or on playgrounds, while important, are, nevertheless, only specialized phases of that subject. Association physical training includes them all and therefore in its objective the Association physical directorship offers the broadest opportunity, including especially and specifically an opportunity to grow in religious work efficiency.

2. EXECUTIVE ABILITY

The physical directorship demands men of promotive and executive ability in organizing and effectively leading a volunteer and employed staff. Ability is needed to organize and lead the young men and boys of the community during their leisure time into normal physical activities and altruistic religious service. Executive ability becomes of increasing value as the size and scope of our physical work increases, as the field of volunteer service enlarges, and as the correlation of all the activities of

the Association into a unified whole of religious education progresses. There will probably always be need of men who are simply gymnastic or athletic instructors (necessarily young men) but no man without recognized executive ability can safely expect the physical directorship to be a life work.

3. CULTURAL AND TECHNICAL TRAINING

The physical director should have as good an educational training and as great a degree of general culture as any other employed officer in the Association. He should have at least a high school education or its equivalent, and if possible a college training. His training should be broad and fundamental in bodily culture, in social relationships, in intellectual breadth and clarity of vision, and in spiritual insight and sympathy with individuals and groups. His social education should teach him the personal social graces which adorn attractive personality in private and public life. The biological, social, and psychological sciences should be emphasized in his intellectual training. The demand is for those who know men's interests and can guide their activities along normal lines.

In addition to this, he should not only have a thorough technical training which should embody the ability to lead or direct the various physical activities, but he should be thoroughly equipped with a knowledge of the scope, principles, and methods of physical education and a knowledge of Association ideals, history, principles, and methods of work. His technical training and general culture should be such as to make him an inspiration and example to the men and boys among whom he works.

The broadest education would include also a medical

course, but skill as a physician has become subordinate to a man's ability as a teacher, organizer, and promoter. The trend during the last ten years has been toward a greater emphasis on the combination of the cultural and technical rather than on the medical training. The largest positions in the Associations and the educational institutions are open to men without medical training.

In his religious training, he should study to know man in his relationship to God and to men. His instincts, will, and intellect should be trained to appreciate the unity of man, body, mind, and spirit. His study should reveal God's high purpose regarding man, and stimulate a religious passion and fervor for the bringing of men to a personal acceptance of Jesus Christ and a consecrated life in his service. His training should include actual observation of work in progress and clinical practice in working out the problems during his course of training. This should include clinical practice in religious, social, and physical activities.

We recommend such technical instruction as is given in the training schools and in summer institutes of the Association, and advise that Associations make it possible for physical directors to attend frequently conventions, conferences, and summer schools. The director of physical education should possess as high qualifications of personality, general culture, and religious earnestness as are required for the general secretaryship, or any other branch of Association vocation.

4. ATTRACTIVE PERSONALITY

The physical director should be a man of strong character and contagious enthusiasm, with good physique, neat appearance, frank countenance, gentlemanly manners, self-respect, without apparent egotism and with

abounding ability for friendship, a man whose attractive personality makes others glad to be in his presence and rejoice to be associated with him in service.

5. ATHLETIC AND GYMNASTIC ABILITY

His body should be organically sound. Its training should develop both subjective and objective control along gymnastic, athletic, and esthetic lines. Power, pose, skill, and grace should result from his training.

Athletic and gymnastic ability is an essential qualification of a physical director. Particularly is this true as he comes into contact with boys and younger men. He should not only be able to judge athletic and gymnastic events, but he should have the faculty of teaching and be able creditably to demonstrate the average event to the average member.

6. BUSINESS ABILITY

It is inevitable that physical directors, as well as other department heads should desire to have the responsibility for the business management of their departments. Such responsibility is likely to result in a greater sense of responsibility in all phases of their work and the exercise of a greater degree of initiative. "But before such responsibility can be safely entrusted to a Physical Director, he must be possessed of a good sense of commercial values, good business judgment and caution and a fair knowledge of ordinary business practice." Business ability is a quality that deserves more attention than it now receives both in the selecting of and training of men for the physical directorship.

His Development

This has to do with the mental and spiritual culture of

the physical director after he has entered the work. It may not be amiss to preface the statement with a few words in reference to the care of his own health, for there are directors whose physical condition gives the lie to the profession they represent. The physical director must in his own life represent the things he stands for in the community.

The desire to grow in efficiency must necessarily be in the heart of every man who has within himself to any degree the elements of success. There is no short cut to growth and development, neither can these be attained without an objective and some kind of a program of procedure. Three things are necessary.

1. The realization that continuous growth is necessary for continuous efficiency. The physical director who does not grow must give place to the one who will; otherwise he becomes an obstacle to progress.

2. There must be a large vision of his profession. This alone will give courage and inspiration. It is vision which makes possible a constructive program in the life of any individual. "Where there is no vision, the people perish."

3. The adoption of a schedule or system of training. Such a program should contain the following items:

Reading. This may be grouped as follows:

- (1) General, such as fiction, poetry, and history. Good fiction portrays the various phases of life of the times in which it was written, introduces bits of history, illustrates effective methods of expression, and the best use of language in general. Poetry appeals to the esthetic sense, develops the power of imagination, and presents ideals. History recalls the past, points out its lessons, and in a measure forecasts the future, because it indicates

what may reasonably be expected under similar conditions.

(2) Technical. This should at least include general biology, organic evolution, sociology, anatomy, physiology, psychology of exercise, hygiene and sanitation, and philosophy of physical education. It is highly desirable that the physical director secure for his own library the best books on these various technical subjects. Information concerning the best literature may be obtained from bibliographies and book references in the physical education magazines and from teachers, physicians, and librarians.

While books on fiction, poetry, and history are very helpful for general culture, those books which have to do with the problems of physical education and of the conservation of health are absolutely essential for the physical director's specific development, for these deal directly with his work. A man in any of the older professions, who wishes to keep posted, must study constantly. This is even more true of the younger profession of physical education which is still in its plastic and changing state. Every physical director should be encouraged by his Association to pursue a definite line of reading. In the appendix a suggestive graded course in reading is presented.

Attendance upon Conferences and Conventions. There is nothing that helps to broaden one's viewpoint so much as contact with other men and their ideas. Simply studying the problems in one's own small field carries with it the danger of narrowness and provincialism. Like solitary confinement, it leads to monotony, which kills ambition. A man not only gets new ideas at conferences, but more than that, he catches the spirit

of the times and gets an appreciation of the bigness of the movement of which he is a part and is therefore inspired to do better and bigger things.

Every Association should encourage the physical director to go to at least one conference a year. Some Associations not only do this, but also pay the conference expenses of their physical director, making regular provision for it in the budget of the Department. Money spent in this way will bring large returns to the Association through the increased efficiency of the physical director as a result of his contact with men and his new viewpoints.

Attendance upon Summer Schools. It would seem almost unnecessary to mention the place of summer schools in the life of a growing Association man. However, it might be well to recall the fact that the summer schools bring together students from all parts of the country and expert instructors who bring to the students the best as well as the newest thought on any given subject. One of the most valuable features of a summer school is the contact with men who have come from other sections of the country. Here friendships are formed and ideas exchanged which are almost as valuable as the knowledge gained in the classroom.

Every physical director should plan to attend a summer school at least two weeks every third year. This advice is not merely for the younger and newer men in the work. For advanced and experienced men special seminar courses in advanced subjects are prepared.

It is gratifying to note that some Associations are planning to have their physical director do this and all should do so. Furthermore, some Associations are planning to adopt the policy of paying part or all of

the physical director's expenses at such a summer school. This is very desirable. The time spent at such a school should not be taken out of the physical director's vacation, but the time thus spent should rather be regarded just as other educational institutions regard the sabbatical year, during which the instructors are given leave of absence with pay for study.

Study of Physical Education as a Movement. There is nothing so conducive to growth as a thorough study of the profession in which one is engaged. The physical director would find it broadening and stimulating if he undertook a study of the physical work as conducted under the auspices of various organizations, such as settlements, churches, playgrounds, athletic clubs, turners, schools, and colleges and to note where the emphasis is being placed and the results produced. He should discern the trend of physical education in these agencies, noting how and why they are departing from earlier methods and adopting new ones.

Physical education is more and more relating itself to the problems of efficiency, both mental and moral. Physical directors are more and more concerning themselves with conditions and habits of life which make for or against efficiency, and are therefore rapidly emerging from the class of mere athletic coaches. The physical directors are no longer merely concerned with gymnastic and athletic activities, but are interested in the study of such subjects as dietetics, fatigue, the relation between fatigue and morality, health and efficiency, as well as the physical basis of industrial, social, and educational problems.

In no profession is there greater progress being made

or a more rapid shift of emphasis occurring than in physical education. For example, witness the shift of emphasis in physical examinations from bone and muscle measurements to the examination of eyes, ears, nose, throat, teeth, and vital organs; from the emphasis upon the development of muscles to the development of organic vigor; from the teaching of athletic and gymnastic stunts to the teaching of right-living habits. Physical education stands for prevention rather than cure; for formation rather than reformation; for conservation rather than restoration. Because of these changing emphases the physical director must be a student of his time.

Practice in Public Speech. Most physical directors have opportunity upon occasion in schools and churches and at conferences and conventions to present addresses and papers upon topics of health, recreation, and exercise. Such opportunities should not be neglected, as they are of educational value. They exalt the director's standing in the community and in his profession, develop his power to think and marshal facts in orderly and effective fashion, and facilitate his efficiency in public speech and address. The writing of articles for newspapers and magazines is also very helpful, and should be undertaken both from the standpoint of the good such articles will do and for the development which will come to the physical director through this kind of work.

Committee Work. Another very helpful means for development is committee service in connection with local societies, as the Society of Physical Education, Parents' and Teachers' Association, Anti-Tuberculosis Society, Playground Association, and the like, and also in con-

nection with such national societies as the Physical Directors' Society of North America and the American Physical Education Society.

Committees represent the harnessed energy of any organization and most work is done by committees. Committee work develops the spirit of cooperation, the power to bring things to pass, and offers opportunities for rendering service. It is taken for granted, therefore, that every physical director will relate himself very intimately, especially as a member, to local state and national movements which deal with the problems of hygiene, physical education, and sanitation.

Research Work. There is nothing that will stimulate the mind and induce intellectual growth more than the undertaking of a bit of research work, no matter how insignificant it may appear. Important and interesting research work can be conducted with very little or no laboratory apparatus. It is well for a physical director to study some one phase of his work intensively, be it technical, social, or executive. Every physical director, of course, should study his own field thoroughly, for only an intimate knowledge of it will enable him adequately to meet its needs.

Study of the Association Movement as a Whole. The physical director should be familiar with the history, traditions, and policy of the Association Movement. He should know something of the army, navy, student, industrial, county, as well as the city work, of the Association.

Furthermore, he should acquaint himself with the work and organization of the International and State committees and the relation of these agencies to each other and to the city and other forms of Association work.

His Relationships

To the Physical Department Committee

The work of a local Association is controlled by a Board of Directors, of which the general secretary is the executive officer. From or by this Board different committees are appointed to have direct oversight over the various departments of the work.

One of these is the Physical Department committee, the executive officer of which is the physical director. All legislative details of the Physical Department are under the control of this committee. The promotion of the various activities may be under the direction of subcommittees. They look to the physical director to prepare plans to meet the needs of the membership, to conduct the business affairs of the Department, and to keep them in touch with its activities. They rely on his knowledge of the theory and practice of Physical Department methods to recommend and carry out a practical and scientific system of physical training, and on his ability as an organizer of the forces resident in the membership to promote the physical welfare of young men. Through this committee, therefore, the physical director is brought into direct relationship with the Board of Directors.

To the General Secretary

What is the relationship of the physical director to the general secretary? This depends for its answer on the acceptance of three propositions: First, the general secretary is the executive officer of the Board of Directors and is an ex-officio member of all its committees. He is the one whom the directors hold responsible for the success of the work as a whole. He is to the Associ-

ation what the working president is to a college or large corporation. Results are the criteria of his success, and failure to achieve them is not put down so much to the failure of the department heads as to improper management on his part. Second, the general secretary is also the correlator of the work; the one who must keep the departments in their right relationship to one another. He is the adjuster of the various activities of the Association, the bond which binds all departments into one harmonious whole. Third, the physical director is an expert, employed to take charge of a department. He is, therefore, to the secretary what the superintendent or consulting engineer is to a president. His work is the work of an expert, and he must be looked upon as such.

Admitting this, the relationship of the two officers is plain. All policies of the Physical Department which bear on the work as a whole are properly subject to the advice and approval of the general secretary, while technical matters in organization and operation of the Department are under the control of the physical director working as the executive officer of the Physical Department committee.

To Other Departments

The relationship which the physical director bears to the other departments is one of sympathetic cooperation.

1. He should cooperate with the educational director in planning classes in hygiene, first aid to the injured, and other topics which bear on the physical welfare of young men.

2. In conjunction with the religious work director he should plan for the extension of the religious work throughout the Department; and he should not only be in

sympathy with, but should take an active part in, the conduct of this important work of the Association.

3. In the social features of the Association he should always be ready to cooperate in any way in which he, as a department head, may be able.

4. To the boys' department he should bear the same relationship as he does to the general work, and the physical welfare of the boys should be under his control. Such a large part of the Boys' Work activities is more or less closely related to the special phases of work also included under the direction of the Physical Department, that there is need for particularly intimate cooperation between the Physical Department committee of the Association and the boys' division committee, in determining the policy and initiating and promoting physical work as related to the boys, in the Department and in the community. All matters pertaining to both departments should be adjusted by the committees and heads of these departments in conference with the general secretary.

While no amount of rules or regulations will make up for a lack of frank and friendly cooperation, the following are suggested as a few guiding principles:

a. The Boys' Work secretary is primarily responsible for the general administration of the boys' division, of the membership and the correlation of the various phases of the work for the all-round development of the boy.

b. The physical director is responsible for the physical examinations and the amount and character of physical work done for the various classes of boys in the Association and in the community. The arrangement and schedule of classes in the gymnasium and swimming pool, and the methods for discipline and control of the locker rooms and the baths, should be arranged in joint conference.

Such matters as Boy Scout work, sex education, and health education should be under the joint supervision of the Boys' Work secretary and the physical director.

c. It is important that the physical director give careful consideration to all phases of physical work for boys and, even if he has one or more assistants, he should continue his close personal relation by working out a comprehensive and adequate policy of physical education for boys. He should personally lead many important physical activities for boys.

d. The direction of the various physical activities should be placed only in the hands of competent assistants, specially trained and qualified to work with boys.

e. The standard of physical education for boys will be raised by the enlisting of trained physical directors, who shall devote all of their time to study and promotion of work with boys.

Such a boys' physical director would sustain a dual relation to the Boys' Work committee and the Physical Department committee, working under the direct supervision of the Boys' Work committee and the Boys' Work secretary in harmony with the policy determined jointly by the two committees. He would be under the direct supervision of the Physical Department committee and the physical director in reference to matters relating directly to the physical education of boys.

To Finances of the Association

His relation to the finances differs in various Associations. Some hold the physical director, with his committee, responsible for raising the entire amount of the Physical Department budget. This may in some instances prove a serious hindrance to his usefulness to the

membership, as his efforts may be looked upon as having a mercenary basis, and, further, the worry and thought given to the raising of funds may interfere with his best efforts in the regular work of the Department.

The entire responsibility for the budget does not prevail in most places. A growing number of Associations now plan the raising of the entire Association budget in a very limited period of time, and the physical director and his committee usually cooperate in the canvass. The physical director should always be ready, no matter what the plan, to suggest ways and means toward helping to bear the financial burden, and to suggest names of those who would be good material for financial cultivation and help to cultivate the same.

To the General Work

The attitude of the physical director to the work at large should be one of cordial support. The welfare of all the members should be his chief consideration and all department partisanship should be set aside for the good of the whole.

To Department Clubs and Committees

In his own Department the physical director, under the Physical Department committee, is the organizer and director of all its activities. The various branches of the work are usually organized either in the form of clubs or under the supervision of committees. Whichever form of organization may be decided upon, the physical director should be in direct control and an ex-officio member of every committee in the Department, and be present at all of their meetings.

His relationship to these committees should be advisory, never dictatorial, and in the formation of them he

should assist in the selection of such men as are in sympathy with the general policy of the Association, so that the welfare of the membership as a whole will control in all matters of sectional interest. The interest of the entire membership should always be kept in mind. The action of all clubs and committees should be subject to the approval of the Physical Department committee, and by this means the physical director can maintain an efficient check on all their activities.

To Associates

His relationship to those associated with him in the work, as assistants, should be one of helpfulness and support. As far as possible they should be given direct responsibility for various features of the work and should be encouraged to develop the qualities of leadership. His relationship to the members of the Association should be one of recognized friendship, and he should hold the position of adviser on all matters pertaining to their physical welfare. His time, as far as possible, should be at their disposal, and every member should be made to feel that he will always be given a sympathetic hearing on any matter of importance.

To Outside Agencies

His relationship to the physical welfare movement outside of the Association membership depends largely upon the community in which he is placed. He should bear a sympathetic and cooperative relation to all organized movements which have for their object the physical welfare of young men. If he is situated in a field where no such organizations exist he should consider it his duty to lead in their creation. These welfare movements can usually be better handled by independent organizations

with which the Association works in hearty cooperation.

His relations to church, settlement, playground and school athletic activities should be cooperative and advisory, and he should rely upon leaders in the community for the executive force in organizing and carrying out the work in these institutions.

His relationship to the community at large should be that of a specialist on all matters pertaining to their physical welfare. The physical director should always keep in mind that his first duty is to the Association, and should never allow outside calls on his time to interfere with the efficient administration of his Department.

The following on "The Physical Director and His Community Work" was prepared by the Commission referred to:

To serve a field intelligently, the physical director should know the traditions of the community as well as its institutions and the leaders thereof. He should apprehend the prevailing sentiment, whether progressive or conservative, the general character of the community in its composition, also the prevailing sports and pastimes as well as the status of physical education and health education in the community. Such a knowledge requires residence in a local field for an extended period. The Associations which have accomplished the most thorough and permanent results are those in which the physical director has remained for a long period of years. He is recognized as a factor in community betterment. Among the types of service open to men who secure the confidence of the people of a community are the following:

A cooperative and supplemental relation to the public schools in pioneering the development of physical education and medical examinations of school children, in the organization and direction of public school athletic leagues, in taking responsibility for securing Christian

leadership of physical education in the schools and in accepting direction of recess periods and athletic meets.

A cooperative relation to public recreation by creating sentiment for playgrounds, by indicating the value of playgrounds through clinical demonstration, by enlisting the cooperation of men in securing public action, by giving counsel in reference to the construction and equipment of playgrounds, by providing the supervision or undertaking the actual management.

A cooperative relation to the Sunday schools and churches, by providing trained leaders to direct physical work in churches, or by training church leaders in the Association gymnasium; by organizing Sunday school athletic leagues through which summer camps, athletic meets, physical tests, first aid classes and physical education may be promoted in the churches.

A relation to public service through special civil service classes for city employes, physical training for policemen and firemen, and through the supervision of civic meets, celebrations, and pageants.

The promotion of health education in ships, factories, department stores, first aid classes for employes, public lectures on health and eugenics, campaigns in sex education, preparation of courses of study, and organization of classes in public hygiene.

Promotion of industrial athletic leagues and gymnasium classes for employed boys. The promotion of swimming and life saving.

The federation of the permanent institutions of the community, such as schools, churches, settlements, playgrounds, and turners, in reference to the administration of athletic sports, by which the sports of an entire city or county are placed upon a basis through which character and manhood will be developed.

Investigation, education and cooperative efforts in behalf of better housing, living, and working conditions among the men and boys, especially in industrial communities.

There is no limit to the possible service in a given field

except the limit of the ability of the physical director, his acquaintance with the needs of the community and the confidence in which he is held. These qualities are normally all enhanced by long residence in a single locality. Length of residence, continuous study of complex problems, the forming of many friendships, and the cultivation of leadership provide an acquaintance with the needs, confidence in one's ability, maturity of judgment, and efficiency in service.

The Organization of the Physical Director's Time (from the Messer Report)

Many have held in times past that Association work is fatiguing, that most employed officers overwork and that many actually break down because of the excessive demands made upon them incident to the requirements of their office. This may be true of some men, but on the other hand, many more do not meet with this experience. While it is true that unrestrained enthusiasm may lead to underestimation of physical limitation and indiscretion with reference to ample time for rest and recreation, resulting in overfatigue, there is nothing necessarily in the requirements of the office itself which need be overburdensome. There is nothing in the Association work in general, or in the physical directorship in particular which demands excessive strain or effort. Many individuals use up nervous energy needlessly. Fatigue results not from overwork, but from a failure to rightly set up and organize work. Those physical directors whose time is properly organized, whose efforts are limited to a moderate working day, who place responsibility upon volunteers and who have a systematic schedule of rest and recreation, will find their work not overtaxing or burdensome. Associations should protect their physical direc-

tors in this respect and insist that a proper schedule be observed. In an increasing number of Associations this is being done. This has resulted in the increased personal efficiency and growth of the physical director as well as in the general development of the work. Physical directors owe it to themselves and to their work to so arrange their time as to provide for personal growth and development and they further owe it to their families to maintain wholesome home relationships. Where men are over-taxed, there is a joint responsibility for proper adjustment of the working schedule between the Association and the man himself.

The following schedules are suggestive of a normal program — the first in operation in one of the larger Associations, in which the men work forty-nine hours a week, alternating the schedule so that where three men are employed at least two of them are always on duty, and usually three of them during the rush hours :

	A. M.	P. M.	Evening	Hours
Monday	9- 1	2- 6		8
Tuesday	8- 1		6-10	9
Wednesday		1- 5	6-10	8
Thursday	9- 1	2- 6		8
Friday	9- 1		6-10	8
Saturday		1- 5	6-10	8

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The following schedule has worked fairly well in a smaller Association where only a secretary and physical director are employed. This schedule entails a working week of fifty hours. Part of the season a boy was employed for a few hours each day, at \$4 a week, to help in taking charge of the reading room and some minor duties.

SECRETARY

	A. M.	P. M.	Evening	Hours
Monday		12- 6	7-10	9
Tuesday	9-12		6-10	8
Wednesday	9-12	1- 6		8
Thursday		12- 6	7-10	9
Friday	9- 1		6-10	8
Saturday	9-12	1- 6		8
				—
				50

PHYSICAL DIRECTOR

	A. M.	P. M.	Evening	Hours
Monday	9-12	1- 6		8
Tuesday		12- 6	7-10	9
Wednesday	9- 1		6-10	8
Thursday	9-12	1- 5		8
Friday		12- 6	7-10	9
Saturday	9- 1		6-10	8
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Local circumstances may make these particular schedules seem inexpedient in some cases, but the following general principles should always be adhered to:

1. Reasonable number of hours per week.
2. Not too many hours in any one day.
3. Leisure arranged in sufficiently large blocks to permit best use of time for study and recreation.

Beginning in a New Field

Wherever it is possible, it is wise for a physical director to be on the ground one or two months before the season's work opens. During this period he should become acquainted with his fellow-workers on the staff, the members of the Physical Department committee, the Leaders' Corps, and other committeemen, and as many of the general membership as possible. It is essential to know the past work of the Department and where practicable to build upon it. As far as possible in this limited time, information should be secured of the physical work

in the educational institutions, churches, settlements, and clubs in the community and the relationship that exists between them and the Association.

Upon the foregoing facts the policy and plans for the Department can be outlined. The physical director should avoid criticism of the work of his predecessor, introduce changes in methods only after being convinced that they are improvements, boast little, and make few extravagant promises. Too much should not be attempted at first. It is a good plan to start with doing a few things well and gradually broadening and enlarging the scope of the work. If there is no Leaders' Corps, it is not wise to organize a corps formally until the men are well enough known to avoid mistakes in selection. It should be remembered that the physical director is one of the partners in the Association firm, and as such should fit his work into the general work, with special reference to the local policy. The selection of his church home and place of residence should be determined with reference to his position as an Association leader. The selection of his church home should not be delayed beyond two months.

Resignation and Application for a Change

Frequent changes are detrimental to both the physical director and the Association. When considering the matter of resigning the physical director should discuss frankly the reasons for such action with the general secretary or president and the Department committee. Sufficient notice should be given to enable the Association to meet the situation. It is decidedly advantageous in most instances to remain in a position not less than three to five years. Some conditions which may warrant a change

are: difference of opinion in matters of policy, ill health, inability to fill the office, a call to a place of larger service, a completed work.

It is customary for the purpose of record to present a resignation in brief written form. Public discussion of the reasons for leaving should be avoided. All the affairs of the Department should be left in such order that the succeeding officer can take up the work expeditiously. When a change is decided upon and another field has not been accepted, the method of procedure is to notify the State office and the physical and secretarial departments of the International Committee.

Before a new field is accepted the conditions which prevail should be ascertained as accurately as possible, so as to avoid later disappointment and misunderstanding. There should be a clear understanding as to the character and extent of the responsibilities of the position to be filled, so as to insure efficient team work in Christian service. Advance understanding may well be had in reference to attendance upon conferences, conventions, summer schools, vacation period, and the like. A written memorandum of the conditions under which a call is accepted is desirable.

It is a matter of recognized Association courtesy for employed officers when corresponding regarding the possible changes of a physical director to a new field always to communicate at the same time with both the physical director and the general secretary involved in the change.

CODE OF BUSINESS AND PROFESSIONAL ETHICS
FOR THE PHYSICAL DIRECTORS OF
THE YOUNG MEN'S CHRISTIAN ASSO-
CIATIONS OF NORTH AMERICA

(Adopted by the Physical Directors' Society, Columbus,
Ohio, June 5, 1911)

Inasmuch as this society may be regarded as representing the physical directors in the Young Men's Christian Association of North America, it is entirely fitting that the organization should endeavor by all reasonable means not only to encourage and promote practical and technical efficiency, but also to emphasize the importance of scholarship, to elevate the moral tone, and to stimulate consecration to service on the part of its members.

In this connection a more or less definitely formulated statement of principles and practices accepted by the society will have a valuable educational influence not only upon those already members of the profession, but especially upon those younger men just entering the profession and not familiar with the standards which actuate the life and conduct of the director in his professional capacity. The following statements are therefore submitted as guides in this connection:

1. Personal character and motive. The physical director should be a man of upright and Christian character, whose purpose is to use his personal influence and that of his office for the service of humanity and the upbuilding of God's Kingdom.

2. Relationships. a. To the Association employing him. Every director should have as a joint memoran-

dum and for mutual understanding, a definite agreement with the committee supervising the work of the Physical Department, specifying not only salary, vacations, and other general matters, but also outlining specifically his duties, hours of service, assistance provided, ordering of supplies, responsibility to whom, and such other details as may be peculiar to any particular field. He should then in a spirit of Christian service and in hearty cooperation with other employed officers do more than is called for in the letter of the agreement.

Any work done or time spent by the director apart from his regular duties as agreed upon, and for which he receives money or any value consideration, should be done with the knowledge and consent of the Association employing him.

It is not regarded as wise for directors to act as agents for or receive commissions from the sale or recommendations of gymnasium supplies, athletic and sporting goods, etc., and directors are cautioned as to their procedure in the matter of accepting samples of goods used in connection with their work, of giving testimonials concerning same, etc., since injudicious procedure in these particulars may result in undesirable complications.

b. To fellow-directors and the profession. Every director entering the profession thereby incurs an obligation to uphold its dignity and honor, to promote its scholarship and efficiency, to elevate the moral tone, to cooperate heartily in the collection and compilation of useful material in the formulation, adoption and propaganda of principles and regulations for the benefit of the profession. Recognized business procedure and courteous consideration of requests should be strictly observed as matters of honor, e.g., in prompt attendance to corre-

spondence, payment of dues, or other personal obligations.

Organized conferences, institutes, conventions, etc., should receive his active support and be made instrumental for the cultivation of fellowship, the exchange of experience, the advancement of scientific and practical knowledge, and the maintenance of ethical standards.

The spirit of the relationship between directors or Associations in competition as defined in the platform of the Athletic League of the Young Men's Christian Association of North America and contained in its handbook is hereby endorsed.

c. To those seeking his professional or personal advice. Confidential information secured in the examining room or from those seeking advice should be guarded with the most scrupulous fidelity and honor, and the obligation to secrecy should extend to even the privacy of individual or domestic life, provided, however, that this does not preclude the taking of proper measures for the protection of individuals or institutions.

d. To the medical profession. The director's relation to practicing physicians should be that of hearty cooperation in all matters where the two professions have common interest; for example, public health, instruction in personal hygiene and sanitation, etc.

The director who is not a graduate in medicine, or who is not practicing medicine, upon finding a member in need of medical advice should first advise the applicant to consult his own family physician. In case the member has no family physician the director should advise him to consult a responsible practitioner. It is suggested that each director have a list of these men who are most efficient, and preferably Christian physicians, to whom he

will send members for professional consultation. This list may with profit include general practitioners and specialists, such as surgeons, nerve specialists, specialists on eye, ear, nose, and foot, and whatever others his experience may indicate.

e. To the public. The director should exemplify in his relations to the public the essentials of Christian character in the keeping of appointments, in his general deportment, in the promptness with which he meets business obligations, and in the interest which he takes in matters relating to general public welfare.

f. To the church. Each director should unite himself with and participate actively in the work of the local church of his choice.

CHAPTER VIII

AMATEUR ATHLETICS AND THEIR ADMINISTRATION

ONE of the most troublesome and important problems confronting a physical director is that of maintaining a true amateur spirit among the members of the Association; especially those competing with members of other organizations that do not hold the Association viewpoint.

In the stress of competition the temptation to lower standards is a real test of a physical director's fitness as a leader in character building. Victory is so often made the criterion of success that the more important benefits of competition are forgotten. Therefore, a physical director should have a very clear definition of just what is meant by amateur athletics and be thoroughly in sympathy with the spirit of the following statements by Dr. John Brown, Jr., presented to and accepted by the Athletic Research Society:

Definition of an Amateur Athlete

"An amateur athlete is one who participates in competitive physical sports only for the pleasure, and the physical, mental, moral, and social benefits directly derived therefrom."

The Spirit of Amateurism

"The spirit of amateurism carries with it all that is included in the definition of an amateur and much more.

"The spirit of amateurism stands for a high sense of honor, honesty, fair play, courtesy, and temperate living on the part of the participants — hosts or guests — officials and spectators. It stoops to no petty technicalities

to twist or avoid the rules or to take an unfair advantage of opponents.

"It implies a recognition of the marked influence of athletics in developing organic vigor, physical fitness, intellectual efficiency, moral qualities, and social habits. It seeks to increase their value by exalting the standards of all sports.

"It is opposed to all practices which are harmful to individuals or to amateur athletics in general, such as playing for money or gain of any kind, betting, selling prizes, proselyting, over-specialization of 'star performers' to the exclusion of the 'rank and file,' etc.

"It recognizes the need of wise organization and supervision of athletics and cooperates in making these efficient."

Every physical director should be familiar not only with the organizations governing athletics within the Association, but also with the various organizations which control athletics in other fields. The following study by Dr. Geo. J. Fisher, somewhat condensed, was presented at the Annual Conference of the Physical Research Society and presents the matter fully:

Athletic Administrative Bodies; Their Points of Resemblance and Difference

In surveying the field one finds at least the following types of administrative bodies or organizations:

First, Local. This in turn is of two types: First, a local organization in a single institution — social or educational — in which only the members of the institution participate. This requires the simplest form of administration, for as a rule the problems of amateurism are not considered. All members of the institution are eligible to compete; they compete only with each other, and do not compete with any other institution.

The second type of local organization is that in which

the institution competes with other institutions. This immediately alters the situation and a more complex form of athletic administration is required. Now, the problems of eligibility, amateurism, number of games to be played, expenses for traveling, relations with other institutions and usually with a national or at least sectional governing body, are involved. This local type of organization is the unit of all athletic administration.

Second, Community. Next to the local we have the community form of organization. This again may be a more or less simple form of organization, or it may be quite comprehensive. In the simple form we may find a group of agencies in a city or county or district organized simply for the purpose of promoting a league in some given sport like basket ball or baseball. This league ceases when the series of games originally agreed upon have been completed. Rules are arranged to govern the competition simply during a short period.

A second type of community organization is one that is becoming quite common throughout the United States, namely, a league composed of groups of organizations similar in kind, such as a group of Sunday schools organized into a Sunday School Athletic League. This kind of organization is usually permanent and in its most approved form endeavors to direct all the athletics of the institutions in its membership. This latter point is one of its strongest features. Inasmuch as in this form of administration institutions similar in kind are federated, the problem of administration is still relatively simple. Such leagues may be independent leagues without relation to any higher athletic administrative body, or they may be members of the Amateur Athletic Union through a special dispensation of that body by which such leagues, no matter how many local units there may be in them become members of the Amateur Athletic Union with freedom to the local units in such leagues to compete with each other without the necessity of registration of the local athletes which is required where individual units become members. Just as soon, however, as one of the units in the league desires to compete with

an institution outside the league, registration in the Amateur Athletic Union is required, and such outside competition is limited to A. A. U. organizations. This form of federation of institutions similar in kind is sometimes permitted by the A. A. U. in a much more widely extended form, extending beyond the local community and including in one instance the Young Men's Christian Associations of two states. The advantage of this form of organization is that it is an advance over the plan of individual membership in the A. A. U., as it dispenses with the restrictions and annoyances of individual registrations, which have never been popular, and recognizes the desirability of having institutions similar in kind closely related to each other. Some freedom in reference to legislation is permitted these leagues, but in the main they must conform to the rules of the A. A. U.

The third type of community organization is, however, far more independent and extensive. It is also permanent. It seeks to bring together in a mutual way *all* agencies of a given community which should have or do have athletic relations to each other. In recent years this form of organization has become popular. We find it in many instances including the churches, Young Men's Christian Associations, Turner organizations, high schools and playgrounds of a county, as in Cook County, Illinois, Wayne County, Michigan, or St. Joseph County, Indiana. A large number of such federations is limited to a single city or community, for in many cases the athletic administrative problem is a city or community problem. With the rise of so many institutions in the past few years which have entered into competitive play it has been necessary, in order to establish standards of amateurism and maintain them, to federate these agencies and unite them upon some common platform. Some of these organizations, unlike the colleges and the Young Men's Christian Associations, do not have trained physical directors to supervise their sports; hence the need of close supervision through some form of athletic administration that will have for its function not only legislation, but education and promotion. When such an

administrative body is organized upon the basis of equal representation such supervision is not resented, but welcomed. Another advantage of this form of organization is that it is related to the administration of all sports conducted by the several agencies included in the federation. One of the weaknesses of athletic administrative bodies in the United States is that they limit their jurisdiction to a few special sports.

Third, Special Sport. A third type of athletic administration is that which pertains to some special sport and which seeks to regulate and advance interest in such sport. These are usually national or sectional in their supervision and include special organization in such sports as soccer football, ice hockey, skating, fencing, golf, tennis, etc.

The advantages in such forms of administration are that they create interest in the promotion of the respective sports thus organized, bring together the devotees of such sports, promote study and investigation and specific codes of ethics. Some sports lend themselves more readily to the development of high standards of conduct, as, for illustration, in fencing, in which the highest ethical standards of any sport prevail, and in tennis, which does not involve the personal conduct of the players as is the case in the team games.

These forms of administration, at least when applied to the more popular sports, have certain disadvantages when applied to a local organization which promotes several such sports. This is a complaint frequently heard in Canada where this form of organization prevails quite extensively. Let us take, for illustration, a local college or Young Men's Christian Association that desires to compete in track athletics, ice hockey, and soccer football. If each of these sports is administered by a national organization, each with its own standards, membership fees, and forms of legislation, confusion, or at least complexity, results. The institutions would need to unite with three administrative bodies. An athlete may participate in several of these sports and be related to as many national athletic administrative bodies. We

find a most undesirable aspect developing in that country where each of these bodies desires to establish different standards in reference to amateurism. In the United States we do not find a very close relation existing between the administrative bodies which regulate such special forms of administration and those which are related to the administration of track and field sports, Rugby football, basket ball and swimming. This is a weakness in our national athletic administration.

Fourth, Institutional. A fourth type of athletic administration is found in the institutional forms. These consist in organizations of colleges or Young Men's Christian Associations or Turner organizations and are usually national or sectional in scope. There is a second grouping of institutions, such as churches, playgrounds, and Scout organizations, which make competitive sport a lesser part of their program than the former, but which nevertheless are important factors in the play life of the youth and need to be taken into consideration increasingly as factors in standardizing sport. The advantages of these institutional forms of athletic administration are the following:

1. They have problems in common.
2. Athletics are but one aspect of a larger work.
3. Athletics, therefore, need to conform in principle and standard to the educational — as in the colleges — or the religious — as in the Young Men's Christian Associations — standards of the institution.
4. Hence, colleges have eligibility and scholastic standards and Young Men's Christian Associations certain specific character standards which are unique in these institutions.
5. Such standards are best formulated by those within these institutions.
6. Regular meetings are held throughout the year, through conferences and conventions, which facilitate the getting together of representatives of these institutions for the discussion of their problems, which includes the discussion of athletics.

This form of athletic administration has potentially

great advantages and in the history of athletic administration has been a strong force in developing ideals and in raising standards. This is particularly true in the colleges, the Turner organizations and the Young Men's Christian Associations.

Fifth, National. A fifth type of administration is found in the so-called national form of organization, as, for illustration, in the Amateur Athletic Union. This is organized upon the following plan. Any local organization, large or small, permanent or temporary, may become a member of this body. These local organizations are part of a sectional or geographical group, such as the Central Section, or the New England Section. Each local unit has a vote in this section, which section is known as an active member of the national body. Meetings are held only annually and are largely political and legislative. These active members have representation in the national governing board on the following basis. Each active member, which may be composed of a minimum of six local clubs, has one vote and one additional vote for each additional twenty-five clubs.

In addition the national body provides for allied members which are organizations of the institutional type, such as colleges and Young Men's Christian Associations and Turners, and of the "special interest" type, such as the National Skaters' Association and the National Fencers' Association. These allied bodies have a disproportionate representation in the governing board, and have each only one vote, irrespective of the number of units represented in them.

Inasmuch as this study is intended as a survey of athletic administration from a national point of view and from the point of view as to how existing national agencies are related to the local athletic units and how these national agencies are related to each other, we will concentrate our analysis upon the last two types — the institutional and the national — the former constituting in particular the colleges, the Young Men's Christian Associations, and the Turner organizations; the latter, the Amateur Athletic Union; for these are the more highly

organized, and endeavor to hold an administrative, if not in all instances a legislative, relation to the members of their constituency.

NORTH AMERICAN TURNERBUND

This organization promotes a great gymnastic and athletic festival every five years and rules are made to govern the participation of individuals in this notable event. The Turners have no special rules to govern competition with other organizations, though they have an alliance with the Amateur Athletic Union which regulates their athletes when they engage in A.A.U. games. All contestants for prizes must engage in the parade and mass exercises, as well as the athletic or gymnastic events. The emphasis, therefore, is upon all-round exercise rather than upon specialization. The prizes are insignificant in value. A professional, according to the Turners' ruling, is one who earns his livelihood by any particular sport; for instance, if he is a professional wrestler he cannot compete in wrestling contests. If he is a teacher of fencing he cannot compete in fencing contests. This, however, does not disqualify him from competing in other gymnastic events; the stand taken being if a man perfects himself in one particular line of sport he should not compete with others in this particular sport. A teacher, therefore, is not classed as a professional. This ruling represents a radical departure from the stand taken by other organizations.

COLLEGES

The colleges have several administrative bodies, including the National Collegiate Athletic Association of the United States, which is becoming more and more the truly national body; the I.A.A.A.A. which is composed of a group of Eastern colleges, about twenty-eight in number, and is designed in particular to govern track and field sports and cross-country runs; the Southern Intercollegiate Athletic Association, composed of twenty-five members, which, as its name implies, is related to the colleges of the South; the Western Conference, com-

posed of nine of the largest colleges in the middle west, and the Ohio Conference, made up of fifteen colleges, including some of the colleges in the Western Conference. In addition to these there are other groupings. Quite a wide difference exists in the method of administration practiced by these bodies.

In the National Collegiate Athletic Association, the agency with the widest and strongest influence, no mandatory power is held over its constituency. It does not seek to wield legislative power. "Its discussions of athletics are the most important in America, and its opinions find expression in Rules Committees and in standards of athletic games throughout the country." The Association encourages faculty control in athletics. No statement of eligibility is required of its members, though a minimum statement of desirable rules for a local member is suggested. The home rule principle prevails.

The Western and Ohio conferences practically have rules that are similar to each. These conferences differ from the National Collegiate Athletic Association in that they require adherence to prescribed rules and require the individual athlete to subscribe to an amateur statement and take drastic action against the individuals and institutions violating them.

The I.A.A.A.A. seeks to promote solely intercollegiate track and field sports and cross-country runs. It, too, promotes athletic legislation and takes responsibility for enforcing its laws. Its relation to its constituency is mandatory rather than advisory. It applies its legislation to the individual athlete and will take action against him if he violates the rules.

Thus, we see a decided difference between the method of administration used by the National Collegiate Athletic Association and the I.A.A.A.A., or the Western Conference. The national Association is advisory, non-legislative. The other groups are mandatory and legislative. The national organization believes in home rule. The other organizations in centralized rule. The former places chief responsibility upon the institution for carrying out the rules. The latter upon the individual. This

is a clear distinction which should be kept in mind and which will be referred to again.

THE AMATEUR ATHLETIC UNION

This organization is legislative and mandatory and the most highly centralized of all the athletic administrative bodies in the United States. It is unique in that it makes as its unit the individual athlete. Any athlete may become identified with it, whether related to a local organization or not. A fundamental element in its plan of administration is the individual registration of athletes and the official sanction for open games. Each athlete must sign an amateur statement and pay a fee for registration. Open games are not permitted by any agencies unless sanctioned by the A.A.U. and unless athletes are registered. All agencies other than those with which special alliances have been made are considered outlaws. The national body alone reserves the right to reinstate athletes who have unknowingly professionalized themselves. Registration is practically national. An athlete is suspended by the A.A.U. without consultation with the local organization with which he may be identified. The athlete is the unit of organization rather than the institution of which he is a member. The athlete, rather than the institution is held responsible for the athlete's conduct. An institution may be in good standing though a number of the athletes in that institution may have violated the amateur law.

This organization is most efficient in promoting and in having promoted great national, sectional, and local athletic meets. This practice gives it its greatest strength and popularity. It claims jurisdiction over track and field sports, gymnastics, basket ball, handball, swimming, wrestling, and boxing, and makes rules for these events.

THE ATHLETIC LEAGUE OF NORTH AMERICA

The Athletic League of North America is the athletic administrative body of the Young Men's Christian Association. For many years it was allied with the Amateur Athletic Union, adopting its plan of registration and

sanction and practically its form of legislation. This alliance was a happy one until changes took place in the work of the Young Men's Christian Association, particularly when it entered into social service work and sought to have relations with other agencies upon a less highly specialized basis. In many isolated and smaller communities a more simple form of athletic organization was needed with considerable opportunity for home rule and initiative which could not be secured under the existing alliance. In addition, in some of the larger communities, notably Chicago, a different type of administration was worked out which demanded a different kind of relation to the local units by the national body. Consequently this alliance was discontinued in July, 1911.

Then began in the A.L.N.A. a very complete change in the form of administration. Individual registration and sanctions for games were discontinued. The organization was completely decentralized; even the name of the Governing Committee was changed to Executive Committee, to more fully define its function, which became largely educational and promotional rather than legislative. Home rule was inaugurated. The honor system was installed. Emphasis was placed upon intramural sport. The amateur definition was restated in positive rather than negative terms. A platform of high ethical standards is the basis of membership. This is subscribed by the representatives of the organization. The organization is held responsible rather than the individual. A Young Men's Christian Association in the League. It may also plan any organization having a reputable governing body or any individual club that will subscribe to a statement of amateurism equal to that of the platform of the Athletic League. Thus competition is made very simple, but none the less wholesome.

Let us now review after this cursory and general description of these bodies how they have points in common and how they differ. First, however, let us state what *the outstanding elements are which are common to all these organizations*. These seem to be at least the following:

1. An amateur definition.
2. Eligibility rules.
3. A method for holding their members to the observance of the rules.
4. Athletic rules.
5. A basis of representation for their members.
6. Certain promotional activities.

Under these six divisions what have the agencies in common? To shorten the list let us make this inquiry of the following four agencies: the Amateur Athletic Union, Athletic League of North America, National Collegiate Athletic Association, and North American Turnerbund, because they represent four types of organization, different kinds of agencies, and are national in their administration.

First, all have an amateur definition, statement, or law. This statement does not differ much in its declaration of what constitutes an amateur.

All the administrative bodies agree upon the following: That a professional is one who competes for money or receives compensation for his skill in teaching athletics; who enters competition under an assumed name or from a club which is not in good standing; who competes with professionals or against professionals — except when an all-amateur team competes with an all-professional team; who pawns or sells a prize won in competition; who receives expenses above the actual outlay.

In addition the A.A.U. states the limit which should be paid for expenses and for prizes, makes ineligible those who compete with unregistered athletes, and those who have any financial indebtedness to the club of which they are or were members.

The A.L.N.A. has the same general definition, but in addition to the negative definition of an amateur it has a positive definition which is stated in the following terse terms:

“An amateur athlete is one who participates in competitive gymnastics or athletics for pleasure only and for the physical, mental, moral, and social benefits directly derived therefrom. A professional in athletics is a per-

son who promotes or participates in gymnastics or athletics for any other purpose than the above."

It differs also in its attitude toward the teacher of gymnastics or athletics. Such an individual is called a non-competing amateur and is eligible for reinstatement when he ceases as a teacher.

The National Collegiate Athletic Association does not differ from the general statement of amateurism.

The North American Turnerbund differs in one respect — namely, that teachers of physical education are not considered professional except in the particular sport in which they may specialize.

In these exceptions in reference to the teacher of gymnastics which prevail in the A.L.N.A. and in the Turnerbund, the motive does not seem to be the evasion of the amateur law, but a more just application of it. To inflict a life sentence upon an individual who may have taught simply for a season, as is done by the A.A.U., does not seem by many to be justified, particularly as he is not a true professional in the sense that he has received money for competing.

The second common factor of these organizations is a declaration upon eligibility, but in the statement of which they differ necessarily according to the differences inherent in the institutions which are involved. The A.A.U. and the National Collegiate Athletic Association are fair examples.

The A.A.U. requires that an athlete must be a bona fide resident in the territory in which he competes for four months. He cannot compete in a district championship unless he has been a resident six months. He cannot compete for another organization for a year unless the club has disbanded, except that he can compete unattached.

The National Collegiate Athletic Association approves and stands for the special eligibility rules adopted by the several college administrative bodies. These include rules forbidding an athlete to compete unless he be a bona fide undergraduate student, doing full work in a regular or special course as defined in the curriculum of

his college; requiring attendance in college for one full collegiate year; forbidding competition for more than three years; refusing participation if the athlete is delinquent in his studies.

We find here in the rules of these two bodies wide variation. It indicates the strength and desirability of the organization of athletic administrative bodies along institutional lines. There are factors involved in the relation of an individual to the institution or organization that he represents that have a bearing upon amateurism. Eligibility and amateurism are closely related; in fact, the former is an essential part of the latter.

Furthermore, these eligibility rules are an important factor in relating athletics in an educational institution to the work of education; in a religious institution to its work of religious education, and in a social organization to its work of developing social ethics in relation to its own constituency.

Institutional athletic administrative bodies are most important forms of administration. Such bodies know most intimately the needs and are best qualified to develop the special rules needed.

A third common factor is the method used by the administrative bodies for holding their members to the observance of the rules. Here we find the widest divergence among the several types of organizations.

The Amateur Athletic Union utilizes an individual registration system. It takes the responsibility for issuing cards to individuals, thus declaring them eligible to compete. All competition is based upon this system. The purpose is to limit competition to members of A.A.U. organizations and to prevent individuals from competing without consent of the club. However, an unclassified individual, an unattached individual, may register. The institution is not held responsible. Some institutions regularly have individuals suspended, but are not themselves suspended. Naturally, by this system the responsibility for detecting violations is placed upon the A.A.U. This has become in many places a police system. Teams will play with other teams provided the

members thereof are registered. Men will register in order to play other teams. The athletes seem to have little sense of obligation to see that the fundamental principle involved is protected. They put it up to the administrative body to discover error and enforce the rule.

The A.L.N.A. This same registration plan was effective for many years in the A.L.N.A. It always was a difficult method to promote and was exceedingly unsatisfactory. It was a method the very nature of which made for debate. After years of faithful endeavor with this method it was discontinued. Responsibility was shifted from the individual to the institution back of the individual. The honor system was substituted for the police system. The results seem to have justified the change.

The National Collegiate Athletic Association. The colleges have adopted the honor system. Particularly is this true of the National Association. No body has exerted a more profound influence upon college athletics and yet it is not legislative. It makes pronouncements of great ethical principles and holds the local unit responsible for carrying them out in practice. It is the principle of home rule, the principle of honor.

The Turnerbund has a history in the management of its affairs which is commendable. Because of the lack of intricate legislative machinery, because of the absence of prizes of value, their large athletic meets are remarkably free from debate, protest, and discussion. Their local organizations pay their own way to these meets and hence simple rules are necessary to guide their affairs.

A fourth common factor is the practice of making rules for the conduct of sport. All of these agencies make rules. This makes for confusion. Within the colleges alone there are different sets of rules on swimming and track athletics. They have, however, come together on basket ball and football. A further unification of rules is desirable. We find a very desirable tendency in the matter of standardizing rules in the recent coming together of the Young Men's Christian Associations, the colleges, and the Amateur Athletic Union on the rules of basket ball and volley ball. These rules are better than

ever, more widely understood, and there is greater democracy practiced in framing them. It would seem desirable that all the rules of the colleges should be made through the subcommittees of the National Collegiate Athletic Association. It would seem that the work now done by the I.A.A.A.A. could be done preferably by a committee on track athletics and cross-country running. It would result in wider usage of the rules. There seems to be confusion in the minds of the public in reference to the relative function of these two bodies, and, in fact, there is considerable overlapping. In addition to the colleges the A.A.U. makes rules with reference to track and field sports, gymnastics, wrestling, swimming, walking, and boxing. Their rules apply in all A.A.U. games, in which frequently representatives from colleges and other institutions take part. The opportunities for confusion are very apparent. This was evidenced when there were two sets of rules for basket ball.

A fifth common factor is a basis for representation of their members. Here, as has already been indicated, there is wide difference in method. In the A.A.U. the governing body is made up of representatives from sectional groups and from allied members. The former on the basis of the number of individual units, the latter representing groups, irrespective of number. The basis of representation is not equal. The two types of members can hardly be compared. As was stated before, the allied members are included for advisory rather than governmental purposes. Representation is not upon the basis of equality or federation. A study of the alliances made by the A.A.U. with its allied groups reveals that each of these alliances is different. First, as to type of organizations. Some are of national — as illustrated by the North American Gymnastic Union — others of purely sectional scope, as illustrated by the Military Athletic League. Some are institutional, as the I.A.A. A.A.; others are agencies dealing with a distinct sport, such as the National Cycling Association. Some of the alliances obligate the allied bodies to follow distinctly the form of organization of the A.A.U. This was par-

ticularly true of the alliance of the A.L.N.A. Some allow very wide departures from the A.A.U. rules, as illustrated by the rule of the Turners which admits teachers in competition. Some alliances simply provide for the government of athletes from the allied body when they compete in A.A.U. games; others provide for a co-operative relation in athletic meets where both open and closed events prevail, as in the alliance with the Military Athletic League, where some events are held under the A.A.U. rules and others under the Military Athletic League. Some alliances, as, for illustration, the alliance with the Cycling Association, place the control of all cycling events under the control of the National Cycling Association.

The National Collegiate Athletic Association gives its members equal representation. It puts up to the institution the responsibility for carrying out the principles and rules of the organization.

The A.L.N.A. has its members agree to an amateur platform and then applies the home rule principle advocating the organization of local federations of organizations different in kind, permitting the local unit to engage in associated effort under its own rules within the terms of the platform.

In addition to the several types of athletic administrative bodies already mentioned in another section of this book there are two additional types that have come into relation to amateur athletics within very recent times. One, the National Federated Committee, is made up of official representatives from more than a dozen prominent and potentially strong national organizations which are federated upon a platform of amateurism. During the past year this organization has taken on a practical development resulting in the bringing together of three influential bodies—the National Collegiate Athletic Association, the A.A.U. and the A.L.N.A.—on basket ball rules. This, we believe, is the prophecy of a greater practical federated effort and the germ, if you please, of a possible National Federation. The strength of this organization is that it has back of it the pronouncements

and counsels of the Athletic Research Society, progressing as scientific discussion and study point the way, thus insuring progress on right lines. A second type of athletic administration is that represented by the International Amateur Athletic Federation. This seeks to standardize international athletics made necessary by the growth of interest in the Olympic games. The A.A.U. of this country is a member of this federation and because of this membership is making radical changes in some of its athletic rules. It is interesting to note that this federation includes a positive statement in its definition of an amateur. It also allows for considerable home rule.

SUMMARY

1. Home rule and institutional responsibility are the latest developments in athletic administration.

2. Individual registration and individual responsibility have proven ineffective and are undesirable.

3. Institutional athletic administrative bodies are exceedingly important types and constitute effective forms of administration.

4. It is highly desirable that the colleges of the country unite on one set of rules for each standard sport.

5. The local or community federation of athletic organizations differing in type is proving of excellent value in regulating sports in the community.

6. It is highly desirable that some national organization be perfected which would have in it the following elements:

a. It would be formed of groups of organizations. In other words, it would be a federation of institutional groups.

b. These groups would be united by an agreement upon an amateur platform.

c. Responsibility for carrying out the principles of amateurism would rest with the institutional groups.

d. There would be rules committees on all standard sports.

e. The individual organizations represented in the in-

stitutional groups of the National Federation would be privileged to unite in local, county, state, or district federations.

7. Inasmuch as the United States is having and will continue to have relations with other countries through international federations, it is desirable that this country should be represented by some national athletic administrative body that is truly representative.

8. Of the present organizations which might be considered best fitted potentially to represent the United States, both nationally and internationally, we would consider two:

The Amateur Athletic Union.

The National Federated Committee.

The A.A.U. This organization in part recognizes some of the elements which have been suggested as being essential to a national organization. It recognizes in part the grouping of organizations by institutions, both in its local members and in its allied members. If it will make this complete and become in reality a federation of national institutional athletic bodies, dispense with the system of individual registrations, except for unattached athletes, allow home rule, and extend the privilege to organizations differing in kind to federate locally, it will receive the unanimous support of the athletic leaders and athletic organizations of the country and could then truly represent all the agencies in international relations.

The National Federated Committee. If the A.A.U. will not become such a representative and federated body, then it would seem that the present National Federated Committee would prove the best agency to become the truly national body. To do this it should select subcommittees on all rules and seek to bring together all important agencies in the country upon such rules following the beginning made with the basket ball rules. It should employ an executive secretary; it should plan a campaign of publicity, promote nation-wide discussion of the important administrative problems in sport, and seek to develop international relationships.

9. While it is necessary to organize national adminis-

trative bodies with reference to the regulation of certain sports, these are hardly necessary in the more popular sports. Such regulation could be done best through subcommittees of the National Federation, and even where they do exist their form of organization should be such as to function through existing institutional organizations.

One of the most recent and successful organizations formed to solve the athletic problem was the Cook County Amateur Federation the principal leader in which was Dr. Henry F. Kallenberg of the Chicago Y. M. C. A. College, and it is thus described by him:

The Cook County A.A.F. was organized in December of 1908 to solve local perplexing athletic problems presented in a large city such as Chicago with its many groups as the Sunday schools, settlements, high schools, Y. M. C. A.'s, playgrounds, and turners having athletic relationships with each other.

While each organization had its own rules and regulations there was confusion regarding amateur standards and misunderstandings when these different groups competed against each other. The problems of the various groups were so different, each having its own peculiar field, that uniformity in methods of control was impossible. Therefore, a new form of organization and new rules and regulations had to be evolved.

Plan of Organization

The main features of the Cook County A.A.F. are as follows:

First: Membership in the Federation is by groups or organizations. By groups or organizations is meant collectively the turners, playgrounds, settlements, or Y. M. C. A.'s. By unit is meant a single Y. M. C. A., a turner society, or a high school. There is no such individual in the Federation as an unattached athlete. It should be

noted that the Federation *is composed of governing bodies*.

Second: There is no Federation registration scheme. Each group, however, has its own registration plan.

Third: There is a Federation constitution and by-laws containing only those features to which all the groups can agree. However, each group may have in its own constitution and by-laws any provision which it deems necessary to serve most effectively its own constituency.

Fourth: Each group honors the rules and regulations of the other group. For example: If a high school or a Y. M. C. A. athlete is disqualified for competing on Sunday, the turners and playgrounds which allow Sunday competition will honor such disqualification. The position is taken that an athlete must be loyal to and obey the rules of the organization of which he is a member.

Fifth: The Federation as such does not suspend or disqualify athletes. This is done by the groups. In other words, the whole matter of control is placed on an honor basis. The physical directors or coaches, i.e., *the men back* of the athletes, are held responsible by their own organizations for the conduct of their charges.

Sixth: The executive committee is composed of representatives from all the groups in the Federation.

Seventh: The Federation is a clearing house, a coordinating and promoting body, and does not give time to petty matters. These are taken care of by the groups as already stated. The Federation does, however, concern itself with charges of professionalism.

Objective

Briefly stated, the objective of the Cook County Federation is as follows:

1. To unite all organizations of a permanent character conducting athletics and other forms of physical activities.
2. To maintain high standards in amateur athletic com-

petition upon a physiological basis and to unify methods, rules, and standards wherever possible and consistent with efficiency.

3. To aid the various organizations in the Federation in their efforts to place competitive play activity within the reach of the largest number.

The objective of the Federation is again illustrated by the following platform:

"Recognizing the social and educational value of competition in physical activities, the Cook County Amateur Athletic Federation stands first and always for wholesome, formal, and informal contests in gymnastics, athletics, and aquatics for the many. The Federation desires to serve those who stand for 'sport for sport's sake,' who desire to acquire those many virtues cultivated by sane competition, and who furthermore will be loyal to the ideals of the organization they represent. For the men who are looking merely for notoriety, for medals and cups, or are ever ready to shift their allegiance whenever offered suitable (to them) material inducement to do so, the Federation has nothing to offer except to encourage such to come in and cooperate on this other higher basis."

The Federation conducts conferences on basket ball, clean sport, etc. Special lectures are presented at the meetings held by the Federation monthly. For example, at a recent meeting there was presented the topic, "The Effects of Training Down in Weight on the Growing Boy." Later, "Military versus Physical Training," and other topics of equal value are to be discussed.

The Growth of the Cook County Federation

The Cook County Federation began with six groups and has grown steadily since 1908 until today it has in its membership sixteen groups, which include all the Y. M. C. A.'s, settlements, playgrounds, high schools, the Cook County Sunday School Association, normal schools, and turners, including German, Polish, Bohemian, and Swedish societies. These 16 groups repre-

sent over 50,000 men and boys participating in physical work.

The Federation Movement has spread to other countries so that there are now well-organized Federations in the Philippine Islands, China, South America, and in Honolulu. The United States is practically on a Federation basis, although as yet there is no formal national organization. However, 95 per cent of all the high schools, colleges, Y. M. C. A.'s, and turners throughout the country have athletic relationships with each other on a basis similar to that of the Cook County Federation.

It is not possible for every city to adopt in every respect the Cook County form of organization. Every city can, however, adopt the fundamental principles and modify the general plan of organization of the Cook County Federation to meet local conditions.

CHAPTER IX

TRAINING AND SUPERVISING AGENCIES

EVERY movement is dependent for its growth, effectiveness and permanency upon the development of a specially trained and educated leadership. This is especially true of physical training in the Young Men's Christian Association. In its early period it drew its teachers from the ranks of professional athletes and gymnasts or from among the volunteer workers in the gymnasium. They entered the work with little technical training and no knowledge of the theory of the profession. That this training was inadequate was shown by the constantly changing personnel of the physical directorate. The physical work could not advance any faster than its leadership and during the first twenty years of its history its services were limited and its value not recognized by the leaders in the Association Movement.

In 1885, Dr. David Allen Reed, a clergyman in Springfield, Mass., organized a school for the training of Christian lay workers and included a department for secretaries of the Young Men's Christian Association. In 1887 a course for physical directors was organized under the leadership of Dr. Luther Gulick, then a medical student in New York, and associated with him was Robert J. Roberts, who was called from the Boston Association. This was the beginning of the educational movement in physical training which was destined to become the chief factor in placing the physical work of the Association upon a permanent and scientific basis.

The growth of this department was a marked success from its very beginning and in 1890 a separate school was organized under the name of the International Young Men's Christian Association Training School and a separate property was purchased. In 1894 its first building was erected, it being a model gymnasium.

In 1884 was held the first session of the Western Secretarial Institute at Lake Geneva, Wisconsin, and in 1886 it was incorporated under this title.

In 1898 a separate institution was organized in Chicago and incorporated in Illinois under the name of The Young Men's Christian Association Training School. In 1896 the Lake Geneva and Chicago institutions were united.

The progress and development of these two schools was most remarkable. They have furnished the greater proportion of the physical directors to the associations of the country and many of their graduates have found their way into other organizations — colleges, public schools, and the like.

Both institutions are now classed as colleges and have been given the power to grant the degree of Bachelor of Physical Education (B. P. E.) for the completion of their course and for post-graduate work the degree of Master of Physical Education (M. P. E.).

In equipment, teaching staff, and curricula they compare favorably with the training schools of the other professions and their place in the Association movement has been firmly established.

Summer Schools

The Conference on Professional Training has defined Summer Schools as "Primarily for continuation study

and secondarily for introductory and preparatory study." Physical directors and assistants will find in these schools the opportunity for intensive study in the technique of their profession — a deepening of their acquaintance with the fundamental principles underlying physical education, as well as with the philosophy of Association work. While primarily schools of method, they serve as well as means for quickening the intellectual and spiritual life of the attendants. The fellowship, too, with like-minded men and the contact with leaders of our Association Movement, as well as with men of prominence in the field of general and special culture, are invaluable aids to keeping the progressive director up to a high level of efficiency. These schools are located at Asilomar, Cal., Blue Ridge, N. C., Estes Park, Colo., Harper's Ferry, W. Va., Hollister, Mo., Lake Couchiching, Ont., Lake Geneva, Wis., Seabeck, Wash., and Silver Bay, N. Y. While the course of instructions for physical directors in these schools has not been completely standardized, it covers in general the following:

FIRST YEAR: Bible study, athletics (games and calisthenics), anatomy, first aid, Association and Department history, physiology or biology.

SECOND YEAR: Physical examinations, construction and equipment, hygiene.

ADVANCED WORK: Bible study, laboratory methods (blood-count, medical diagnosis, etc.).

SUPERVISING AGENCIES

The International Committee, through its Physical Department Committee advises, interprets, and stimulates the work of the Physical Departments of the local Associations. It attempts to standardize and correlate the physical work of North America. Its employed secre-

taries are its executive officers. It functions in the following ways:

1. *Publishes Material.* Through special printed matter, such as courses of study, handbooks, record blanks, and books, the work is standardized. Statistics, facts, and reports are gathered and published. New literature is created and pronouncements made with reference to its progress and development. Special service is rendered in criticizing building plans, and by suggesting valuable modifications in equipment. Service is rendered in uniting Associations in the promotion of swimming campaigns, sex education campaigns, and other forms of united endeavor requiring executive leadership.

2. *Makes National, State, and Local Surveys.* Surveys are made of communities and policies outlined based upon the facts discovered.

3. *Conducts and Promotes Research Work.* The Department creates new ideas and ideals in reference to Association physical training. Special studies are made. New types of possible service are discovered, so as to keep the work abreast of the times.

4. *Relates Association Work to Other Agencies.* The secretaries of the Department represent the physical work of the Association in and to other agencies, and present it at conferences and conventions. The relationship to other agencies is defined and cooperation developed.

5. *Operates the Health League and the Athletic League of North America.* Certain forms of service are delegated to this Department by the International Convention, such as the direction of the Athletic League of North America and the International Health League. The Physical Department of the International Committee administers and reports upon these to the Inter-

national Convention and unofficially to the Physical Directors' Society.

6. *Serves the Summer Schools and Physical Directors' Society of North America*, its secretaries acting as deans of three such schools, outlining the curriculums, and bearing a teaching advisory relation to others.

7. *Acts as a Clearing House*. Physical directors, committeemen, and others are free to call upon the Department for information and counsel in reference to the physical work. Reports of work done in local fields are given publicity so that each may profit by the progress of all the others.

8. *Recruits Men for and Places Men in the Physical Directorship*. Men are constantly sought who have the potential qualifications for the physical directorship and are advised with reference to study and training. Special efforts are made to secure men from educational institutions. Cooperation is given the training schools in securing students, direction is given to the physical departments in three summer schools, and a helpful relation sustained with all. Associations are assisted in finding physical directors suited to their need. Physical directors are assisted in transferring, where the wisdom of such transfer is agreed to by the Associations and physical directors involved. Every proper attempt is made to secure promotion for the deserving physical director and for the enlargement of the office so that men will find in it a life function.

9. *A Department of Conciliation and Arbitration*. Sometimes there are points of difference between an Association and the physical director. These often are referred to the International Committee for adjustment

and for settlement. Often also points at variance in definite policies are satisfactorily settled.

10. *A Department of Interpretation and Extension.* In addition to all the above, the Department seeks to interpret the place and nature of physical training in relation to existing special forms of Association work, such as the county work, requiring unique departures in administration and philosophy to meet the health and recreation needs in rural communities; the industrial work, where again special adaptation is needed; the railroad and army and navy work. In each of these special adaptations of Association work different interpretations of the physical work are required, and these must be and are given distinctive study and service.

State Committees function through Physical Department subcommittees composed of volunteer workers. At present no state Physical Department committee employs the entire time of a secretary, though part of the time of a staff secretary is sometimes assigned to physical work. In nearly all the states annual conferences of physical directors are held and in some monthly conferences are promoted. These serve to unify and standardize the work.

ORGANIZATIONS OF THE ASSOCIATION BROTHERHOOD

There are several existing organizations in the Young Men's Christian Association which the physical director should know and with which he should be identified and cooperate.

THE EMPLOYED OFFICERS' CONFERENCE

This is a conference which practically meets each year except the year in which the International Convention

occurs. The latter is held triennially. The Employed Officers' Conference brings together the employed officers of the Associations of the United States and Canada for the discussion of their vocational problems. It develops fraternity and unity. These conferences have historic value. They have done much to promote the efficiency of Association work and to dignify the position of an Association secretary.

The conference is made up of groups of conferences of the various specialists which are constituent members, and each has representation on the program committee. The programs of the Employed Officers' Conference consist of general sessions in which all unite, and departmental conferences at which time the societies or Associations of general secretaries, physical directors, educational directors, boys' workers, county work secretaries, and other groups meet. One of the important by-products of the Employed Officers' Conference is the insurance Alliance.

Annual membership in the Employed Officers' Conference, including membership in the Physical Directors' Society and subscription to *Physical Training* — the official magazine of the Physical Directors' Society — is \$2.50.

THE PHYSICAL DIRECTORS' SOCIETY OF THE YOUNG MEN'S CHRISTIAN ASSOCIATION OF NORTH AMERICA

The Physical Directors' Society of the Young Men's Christian Association of North America was organized at Lakewood, N. Y., in June, 1903. It promotes fraternity, unifies and standardizes the physical work, and promotes original research. It issues the monthly magazine, *Physical Training*, and holds an annual conference

in conjunction with either the International Convention or the Employed Officers' Conference. Every physical director should be an active member of the society to help and be helped. It is essential in order to keep in touch with the new developments in the work.

Standing committees on Graded Gymnastics, Religious Education, Health Education, Social Service, Bibliography, Sexual Hygiene, etc., promote activity in the study of these subjects throughout the year which results in valuable original contributions. The Society has its own executive committee and the usual officers.

Local physical directors' conferences are also held, which are a source of inspiration and education to those who attend them. In metropolitan cities like New York and Chicago conferences are held bi-weekly and monthly. In states like Massachusetts and New Jersey such conferences for the men of an entire state are possible each month. In other parts of the country, where distances are great, such meetings are semi-annual or annual, and in the latter case are held in connection with state conventions. The programs of the more frequent conferences include practical gymnastics as well as theoretical studies.

THE GENERAL SECRETARIES' INSURANCE ALLIANCE

This is a fraternal organization in which only Association employed officers can be members. Its purpose is to provide a fund which will go to the family of a deceased employed officer. Upon the death of a member of the Alliance each member is assessed \$2.10. The ten cents covers all expenses of the Alliance. The balance goes to the beneficiary. During the decade closing December 31, 1911, the Insurance Alliance paid a total

of forty-seven benefits, an average per year of less than five. The total amount paid out in benefits was \$109,792. During this time the average benefit increased from \$1,681 in 1902 to \$3,299 in 1911, and over \$4,000 in 1913. Every physical director should join this Alliance, not only for the benefits his family will derive, but because of the brotherhood and fraternity it promotes.

THE ATHLETIC LEAGUE OF THE YOUNG MEN'S CHRISTIAN ASSOCIATIONS OF NORTH AMERICA

The Athletic League is the athletic administrative body of the Young Men's Christian Associations of the United States. Canada has its own Athletic League, described elsewhere. This was formerly a part of the North American League. The Athletic League retains its original name abbreviated as A. L. N. A.

The purpose of the League is to set high standards of conduct in athletic sport among Association members, to create suitable legislation, to make rules uniform, to provide for a bureau of records, to establish a clearing house for methods, to promote athletic federations, both among local Associations and through them with other responsible agencies.

In July, 1911, at the request of the Physical Directors' Society, the alliance of the Athletic League with the Amateur Athletic Union, which had existed for fifteen years or more, was terminated because this alliance greatly hindered the Association in promoting its work in more remote fields and limited its relations with other reputable organizations. Then, too, the Association believed that the methods of administration still insisted upon by the A. A. U. did not meet modern needs.

Since the alliance has been terminated the Athletic

League organization has been entirely recast. The former system of registration of athletes and sanctions of games has been abolished. The membership fee in the League has been reduced to \$2.50. An amateur platform has been adopted and is the basis of membership and of athletic conduct. A new amateur definition has been made. The following extract from the platform indicates the relationship in athletics of Young Men's Christian Associations which are in the Athletic League with each other and of such Associations with other agencies:

ATHLETIC PLATFORM

Principles: We recognize in athletics, when wisely directed:

- a. A form of supplementary physical training for the development of bodily vigor.
- b. A great educational force developing the coordination of the muscular and nervous systems and contributing quick motor reactions, muscular skill, and precision.
- c. An excellent means of teaching social ethics, of establishing right social relationships and social cooperation, and of satisfying the play instinct.
- d. A means for the development of character, through self-control, temperate living, and fair play.

We do not favor:

- a. The placing of emphasis upon prize-giving or prize-winning and believe these should be secondary and incidental.
- b. Any form of commercialism, through bribes, or special honoraria offered as inducements to men to compete or demanded by them for competing.

- c. The recruiting of athletes by one organization from another.
- d. That high degree of specialization in athletics which interferes with the harmonious development of the bodily functions.
- e. That practice in competition which leads to excesses and undue nervous expenditure or which results in a state of mind not in keeping with true sportsmanship.

All Young Men's Christian Associations which adopt this platform and thus pledge themselves to conduct their athletic competition in harmony with its principles are eligible to membership in the League upon sending written notice to the headquarters of the League together with membership fee.

Such Young Men's Christian Associations may participate with all other organizations, clubs, teams, or federations, of whatsoever character, which in like manner subscribe to this platform or adopt a platform similar in principle. Those organizations, teams, or federations which will not subscribe to this platform or adopt a platform similar in principle, and practice these principles in competition will not be eligible for competition with Young Men's Christian Associations in this League.

The Athletic League has become decentralized and the name of the Governing Committee has been changed to that of Executive Committee, as its chief function is now that of promotion and of education. The committee consists of the members of the Physical Department Committee of the International Committee and three members at large.

Furthermore, the emphasis is upon intra-Association athletics, and measures are being adopted in the interests

of quickening such efforts so that the largest good to the largest number will result.

Since the reorganization of the League there has been growth of favorable sentiment toward the federation idea, not only in the Young Men's Christian Association, but also in other organizations throughout the nation.

THE ATHLETIC LEAGUE OF YOUNG MEN'S CHRISTIAN ASSOCIATIONS OF CANADA

This body supervises the athletics of the Associations in Canada and bears in essence the same relation to the Canadian Associations as does the Athletic League of North America to the Associations in the United States, though different in form. The membership is \$5 for Associations having a membership of more than two hundred and \$2.50 for those having less than two hundred members. No registration fee is charged. The principal Associations in the Dominion are members. A Governing Committee elected by the Associations directs the League.

AGENCIES WITH WHICH THE ASSOCIATION COOPERATES

Educational

1. The Health Education League, Devonshire Street, Boston, Mass. This organization issues pamphlets on various health topics, such as "Emergencies," a good booklet for use in shops; "Mosquitoes and Flies"; "Milk"; "The Boy and the Cigarette"; "Colds"; "Sexual Hygiene." The League will print the name of the local Association on the cover. These pamphlets cost from two to five cents each. They are cheaper in quantities.

2. Scientific Temperance Federation, 23 Trull Street, Boston, Mass. This organization provides scientific literature in reference to the effects of the use of alcohol. Slides, charts, and lectures are furnished at low figures and can be used with good results.

3. The American Red Cross, Washington, D. C. This organization heretofore has acted only in time of war or calamity, but recently has undertaken a campaign for the promotion of the study of first aid to the injured. The International Committee of Young Men's Christian Associations has arranged a plan whereby both unite in providing a diploma for successful students in the subject. Other societies with which the Association is related in a less official way are the National First Aid Society, Beacon Street, Boston, Mass., and the New York Society. The American Red Cross has recently organized a National Life-Saving Department — promoting instruction in swimming and life saving. The Association and Red Cross are in active cooperation in such matters.

4. The American Social Hygiene Society, New York City. This society promotes instruction in sexual hygiene. It has issued the following pamphlets, which can be used with good results: "The Young Man's Problem" (for young men); "The Boy Problem" (for parents); "What My Uncle Taught Me" (for boys, 11-14); "The Relation of Social Diseases with Marriage and Their Prophylaxis." The latter sells for twenty-five cents, all the others are ten cents each.

5. The Society of Social Hygiene, Chicago, Ill., is a similar organization, and its literature can be used without hesitation.

6. Local and State Boards of Health. These should

be heartily cooperated with by the extensive use of their literature. Many local Boards of Health issue splendid illustrated material on such topics as "Fighting Flies" and "The Care of the Baby."

7. United States Government Experiment Stations. These agencies publish much valuable material which can be secured free of charge. They invite cooperation in getting their printed matter before the public. The Treasury Department has also organized the United States Public Health service which aims at the general dissemination of such facts of sex as are essential for the welfare of young people.

Legislative

While the Association as such is not a legislative organization, it nevertheless can participate in legislative work through agencies which are specifically legislative. Such agencies are:

1. The Society for the Suppression of Vice, Nassau Street, New York City. Where foul literature is discovered in a community and samples of it are sent this society, steps will be taken to prosecute the publishers and rid the community of it. It is particularly effective in suppressing literature sent through the United States mails and in securing convictions of those so using them.

2. Board of Health. If unsanitary buildings and unhealthy conditions are reported, the Board of Health will act quickly and effectively. Its laboratories can be used for testing water or milk or for securing antitoxin.

3. American Humane Society, or its branches. The home office is in New York City. This is practically the only agency working in behalf of the maltreated and undernourished child. This agency has autocratic power

and can act without police warrants in taking children out of homes. Its department in behalf of maltreated animals presents a splendid opportunity for educating and enlisting boys with reference to the proper treatment of animals. Its literature upon this subject is valuable.

Miscellaneous

1. Charity Organizations, local and state. These agencies should be used in any attempt to deal with homeless or dependent people or the unemployed.

2. Tuberculosis Societies. Literature is issued freely. Sanatoria lists are available. Often the exhibit can be placed in the Association building.

3. National Playground and Recreation Association, Metropolitan Building, New York City. Complete information can be had in reference to playgrounds, including literature, slides, exhibits, and lectures.

4. United States Volunteer Life Saving Corps. A Young Men's Christian Association auxiliary department has been provided. Buttons for membership and instructions for organizing are furnished gratis.

5. Juvenile Courts. Cooperation can be had with this agency by furnishing volunteer probation officers.

This is a day of cooperation. The Association should seek to know the agencies in its community which are at work, and use them, as well as lend them its cooperation.

OTHER PHYSICAL TRAINING AGENCIES

The Association physical director must not limit his relations to organizations which have to do with the Young Men's Christian Association alone. He needs

the broadening influence of other national bodies related to physical education.

The American Physical Education Association. This is the scientific body in physical education in North America. It includes in its membership directors from educational, municipal, social, and religious agencies. This Association publishes a monthly *Review* which contains original and scientific papers on physical education and presents the news and progress of physical training the world over. Membership in the society, including the *Review*, is three dollars annually.

CHAPTER X

PHYSICAL TRAINING IN THE ARMY AND NAVY

WHEN the great World War broke out in 1914 it opened up an unprecedented opportunity for service by the Young Men's Christian Associations at home and abroad. The British National Committee and the Associations of Canada and Australasia greatly expanded their service as their national armies grew. Unique methods were developed to meet the unusual needs. The British Association developed the Association hut and originated the plan of using women in connection with army service which proved so popular in army Association service overseas.

Before the United States entered the war the International Committee projected a very extensive service to the prisoner-of-war camps in all the countries at war with the exception of Turkey. In these camps plays and games proved most beneficent and helpful in relieving the monotony of prison life and in furthering the physical betterment of prisoners.

When the United States entered the war the first camps that were organized at home were officers' training camps, — sixteen in number. In each of these was placed an experienced Association physical director. When, later, the large army was mobilized it was decided by the War Work Council of the Y. M. C. A. to provide a building for each brigade of men in each of the army camps and a physical director on the staff in each building. In the

large cantonments where there were from six to fourteen of such buildings a camp physical director was appointed to standardize and coordinate the physical work of the Association in the camp and to sustain a relation to the military officials. Later a regional director was appointed in each of the six departments, corresponding to the organization of the war department, to supervise the Association physical work in the respective regions. Fully six hundred Association physical directors were in action at one time in the home camps, indicating the great extent of this work.

In the United States army the Association physical directors entered as civilians, in the Canadian army they became commissioned officers. Each method had its particular merits and each proved successful. The very fact that the Association physical directors were civilians gave them an advantage because they were free to initiate, to change, to approach military officials and to fit in where and when they were most needed. They were not under military orders. Their success depended not upon rank, but upon their ability and efficiency. On the other hand the Canadians found that during combat days they secured better support from the army in such matters as transport and in securing official backing because they were militarized.

At the outbreak of the war and previous to that time, physical training was not well organized nor generally practiced in the U. S. army. When the new army was mobilized, while a comprehensive plan of physical training was provided for, theoretically, no adequate corps of instructors was available to teach the regulation setting up exercises and to promote athletics.

At the outset, the Association physical directors found

considerable difference of opinion on the part of commanding officers toward athletics and games. Some were actually antagonistic. Each physical director was told to study the needs of the soldiers carefully, to experiment, and to endeavor to organize his work in such a way as to meet the needs of the largest possible number. They began in a very small way, but soon discovered wonderful opportunities for promoting their program.

They made surveys of the camps and prepared plans for the layout of athletic grounds which were submitted to the military authorities and by them approved and workmen frequently detailed to do the work. In several camps the commanding officers, after having a plan submitted to them for teaching all the men in the camps to swim, had the plans made official and ordered all the men in the camp to report for examination in swimming, even furnishing conveyances to take the men to distant points where swimming pools were available.

More comprehensive plans began to take shape. Inter-company and barracks baseball and basket ball leagues were formed with as many as fifteen to eighteen teams in each. Mass pentathlon exercises, mass plays and games soon followed. Requests were received to formulate events of a military nature, such as mounted wrestling, mounted tug of war, races in full military equipment, etc. Monster athletic meets were planned for Memorial Day, July 4th, and other holidays in which the adjoining towns cooperated. A very effective method was worked out for conducting mass athletics known as the file or line method. Whole regiments went through these at the same time under command.

Gradually athletics were incorporated into the military program; many commanding officers asked Association

physical directors to teach the calisthenic drills. When the large camps were opened greatly increased opportunity was afforded for projecting athletic programs.

Officers became increasingly enthusiastic over the work. In the winter season efforts were made to devise indoor methods for promoting exercising. Recreation sheds were built in several camps in the Northwest and in the older forts drill halls were used. Schools for officers and non-commissioned officers were organized. In one camp instruction was given to twelve hundred officers twice each week. In this camp twenty thousand men were engaged in sports at one time. There were two hundred football teams organized.

In some camps as many as seventy per cent of the men did not know how to play. Play leaders from among the men were often selected in each company. These men were trained in special groups in the simpler group games and in turn helped to teach the others. One camp had an athletic meet in which three thousand men took part and a play day was officially assigned for each week. In several other camps specific time was set aside for recreation by the military officers. Some of the physical directors reported better results with the play leaders than with the regularly appointed athletic officers.

Briefly stated, the following constitute the principles and aims of the physical training program of the Y. M. C. A. in the army camps and naval stations.

I. TO OCCUPY THE LEISURE HOURS OF THE MEN

This is a highly important field for it is the history of armies, aside from actual combat, that most of the causes of disability have been outside the line of duty. All manner of activities can be used here, formal as well as infor-

mal, and both indoors and outdoors. They are characterized by original, unique, attractive, adaptable forms of recreation.

II. TO WIDEN THE OPPORTUNITY FOR PARTICIPATION IN RECREATIVE SPORTS

To this end the Association athletic director seeks out and has prepared play fields, athletic parks, outdoor platforms for boxing and wrestling, adapts for recreative purposes the Association huts and where owned in division camps, the large auditoriums. He keeps on hand suitable athletic equipment for the use of the men.

III. TO ENLIST EVERY MAN IN THE GAME

This includes every *group* of men in a camp — not only the soldiers in active drill but those in hospitals, in quarantine, on hikes, at target ranges; those in rest camps, those in the supply department, those who serve in the mess hall, the nurses; not only every *group* but *every man* in every group. This requires chief emphasis upon mass athletics, upon informal sports. It requires organization and the training of leaders and a varied program.

IV. TO COOPERATE WHEREVER DESIRED IN THE ACTUAL TRAINING OF THE MEN FOR MILITARY SERVICE

Many and diverse have been the requests made of Association athletic directors by the military and naval officers. Setting up drills have been conducted, military athletics directed, mass boxing taught, mass swimming and life saving handled, special official recreation periods supervised.

V. TO DEVELOP THE FIGHTING SPIRIT

This is done through combative sports such as boxing and wrestling, through competitive sports, and through

exercises of speed, skill, force, and endurance, through the promotion of those forms of sport which stimulate the emotions.

VI. TO AMUSE MEN, TO DEVELOP GOOD HUMOR AND
INTEREST AND THE CULTIVATION OF THE SPIRIT
OF CONTENTMENT

Athletics can be used as entertainment through athletic meets, exhibition games, short boxing bouts, stunts, acts of physical prowess, burlesque athletic events, the purpose being to make military life attractive and to develop originality and spontaneity.

VII. TO DEVELOP MORALE THROUGH THE PROMOTION OF
CLEAN SPORT AND GOOD CHEER

To teach the men to be good sportsmen, good team men, good losers as well as good winners. To keep their heads in time of contest, to throw themselves into competition with vim and vigor but to maintain self-control.

VIII. TO USE RECREATION AS A MORAL FORCE

To make play stronger than vice. To substitute football and other virile sports for vice, alcohol, and gambling. Where wholesome attractive sports are provided men forget and lose their craving for the lower forms of pleasure. Constructive recreative activities displace destructive vicious indulgence.

IX. TO INCREASE THE PHYSICAL EFFICIENCY OF EVERY
MAN

The various forms of athletic activities give opportunities for wider and more vigorous normal movements than routine drills and marches at less expense of nerve energy, and the result is more vigorous action of the vital organs, particularly those of circulation and respiration.

The increase of general tone is seen in the better performance of military duties on the part of the individual.

X. TO COOPERATE IN THE RESTORATION OF THE SICK AND INJURED

Through carefully selected play activities and graded physical exercises used in cooperation with the proper official authorities, much can be done in the reeducation of the wounded, in the development of the undersized, and in the restoration of the convalescent to complete usefulness. Physical activities along with other forms of treatment are most efficient in such restoration service, which many Association athletic directors are qualified to perform.

By the time the United States army was ready to sail overseas the argument had been made for athletics and the program was highly acceptable. The same was true in the Canadian army.

Then came the transfer of troops overseas. Here conditions were more difficult as the men were as a rule not brought together in large camps but billeted in small villages. Considerable activity was promoted in the base camps, where the troops landed in large numbers to be rested for a few days, sometimes trained for a longer time, then sent farther up the line. Essentially then the work was in the waves.

Most of the work had to be adapted to small groups. Physical directors followed the men as they moved, traveling also with division trains and meeting every conceivable situation. Athletics were carried right up behind the front lines of trenches. Many games were broken up by falling shells.

Athletics and competitive games played a big part in the

training of the Canadian troops in England and France. All championships were placed on an organized basis, and were promoted by the military authorities and the Y. M. C. A. In the big training camps in England championships were decided in baseball (101 teams), soccer football (65 teams), swimming, boxing, wrestling, tennis, Rugby, and cross country running. In all the games unit teams were insisted upon, and after winners were decided in the seven different areas, they were brought to one center and the championship decided in a small tournament. Cross country running was very popular.

Vast quantities of athletic equipment were sent overseas by the War Work Councils of Canada and the United States, amounting to fully two millions of dollars.

Naturally the great opportunity came with the signing of the armistice. The Association in connection with the army developed a remarkable program of sports, covering American Expeditionary Force championships in practically all sports — boxing and wrestling, track and field sports, baseball, tennis, football, basket ball, and the all-point company championship, which is a pentathlon including the 100 yard dash, 800 yard run, standing broad jump, putting the shell ($12\frac{1}{2}$ lbs.), and pull up. Special Bulletins from General Headquarters were issued describing the conditions under which the events were to be held and how the teams or individuals were to be selected. All team events were selected so as to determine the best team in the following units: General Headquarters troops — one team. First Army, one team. Second Army, one team. Third Army, one team. Service Supplies, two teams. District of Paris, one team. These teams were selected by a process of elimination in the different divisions.

The proposed teamwork between the army and the "Y" was made the subject of an official order in General Orders 241. This order contained the following opening paragraph: "The Commander in Chief directs the attention of all concerned to the importance of encouraging the development of general and competitive athletics and all kinds of appropriate entertainment, for the purpose of keeping up the morale, fostering the developing of organization *esprit de corps*, and improving the physical fitness of the army."

It called attention to the fact that the Y. M. C. A., with the approval of the Commander in Chief, had organized a Department of Athletics and was prepared to give every assistance in the development of general athletics and the arrangement and management of competitions between military units, and that it had a large number of specially trained physical directors with wide experience in mass play and in other athletic activities, one of whom would be attached to the staff of each division and separate unit, and designated in orders as Divisional (or Unit) Athletic Director, and under the supervision of the Division Athletic Officer, was charged with the responsibility of the arrangement, management, and general conduct of athletic activities throughout the unit.

To show the appreciation with which the army leaders looked upon the value of athletics, Order 241 contained the following interesting announcement:

"With a view to making it possible for all the men who so desire to take part in the athletic activities herein provided for, G. O. No. 236 c.s. these headquarters, is so modified as to authorize all commanding officers to excuse from all military training in excess of four hours per day all of the men of their commands who take part actively

each day in any of the athletic sports approved by the divisional or unit athletic officer."

How greatly different this attitude on the part of the army officials to that taken at the outset of the war by some of them in the camps at home when athletic sports seemed in their judgment foreign to the interests of military training.

The Association definitely recommended that following the A.E.F. championships there should be held a series of great Inter-Allied games. In order to make the Inter-Allied games a possibility the Association agreed to build a stadium. This stadium is located at Joinville-le-Pont near Paris. The stands and bleachers are of concrete seating 22,000 people, and the cost was about \$85,000. The track measures 500 meters. The stadium was named after General Pershing, who turned it over to the French authorities as a permanent testimonial of the interest of the A. E. F. in sports and as a reminder of the great Army-Y. M. C. A. joint effort in athletics. The Allied games were held June 22, 1919.

Invitations to participate in the games were sent by the Commander-in-Chief of the American Expeditionary Forces to twenty-one Allied Nations. Belgium, France, Italy, Greece, Roumania, China, Poland, Australia, Brazil, Hedjaz, England, Canada, and other nations participated. The meet proved a glorious success and was a fitting climax to the war experience, as peace was signed when the games were in progress.

The Association not only served the troops from North America alone but of several of the Allied Nations. Eight American athletic directors were sent upon request to promote plays and games among the British soldiers.

Athletic directors were furnished to serve in the French

Army through the medium of the Foyers du Soldat, the name used for the huts. Twenty-one regional athletic directors were appointed who constantly traveled through the camps and provided athletic equipment and advised in reference to the promotion of sport. The French received the informal games with avidity. The Association was officially requested to furnish an athletic director for each of eight schools of physical education in which literally thousands of male teachers were given instruction in American games and who in turn introduced them into the schools throughout France, thus touching practically the entire youth of France.

In Italy, likewise, American Association athletic directors served in relation to the Casa du Soldat and in the cities and were enthusiastically received by the Italian military officials. Considerable work was done in the military schools and also in work for the wounded and convalescent. A large and fundamental piece of work was likewise established for the boys of Italy on the playground, in schools and through the Boy Scouts.

Some of our directors in Rome were giving their days to soldiers and their evenings from 5:30 on and Sundays to the boys. The boys, like the men, received the Association athletic and recreative program with great enthusiasm. Army fields and city playgrounds were used for the work with the boys. In Milan, the Association was granted permission to use the Arena (built by Napoleon), a large and beautiful place with a seating capacity of 30,000, for a demonstration and later for regular playing of basket ball, volley ball and playground ball by the Italian young men and boys of that city. Italy had no games in which throwing and batting were involved.

Basket ball and volley ball were likewise unknown.

Through these games alone the Association Physical Department has made a real contribution to the health yielding resources of the play life of the Italian nation.

No less romantic was the Russian work, which was carried on amid great difficulties. Because of the Arctic winters, limited facilities, the difficulty of obtaining supplies, our physical directors were severely handicapped in the development of a recreative and athletic program. Yet in the face of all the obstacles a very creditable work was accomplished and physical training filled a very important place in the needs of the Allied armies in Russia. A most cosmopolitan population it was, comprising some twenty-five nationalities, among which were some of the following:

Americans, English, Canadians, Czechs, Serbians, French, Chinese, Russian, Japanese, Italians, Letts, Poles, Siamese, Africans, Indians, Filipinos, Koreans, Armenians, etc. The Czech army became so interested in American games, particularly Association football, that it is reported that the future generation of Czechs will be playing American games. This program of athletic recreation was a vital factor in sustaining what was ordinarily a high grade morale in the Czech army, but which under the strain of indescribable suffering and hardships entailed in the four years' Siberian campaign was rapidly weakening. At Harbin, a program of athletic games, basket ball, and skating was maintained for a group of American engineers. An inter-company baseball league played for the American championship of the Vladivostok district. Wrestling and boxing tournaments and programs were conducted at many points. The work has left its impress not on Russia alone, but on many of the

twenty-five or more nationalities represented there, and will doubtless be a great factor in the future development of the physical work abroad.

APPENDIX I

HINTS ON ORGANIZING SUMMER PROGRAM

The following experience may prove suggestive. It contains a most important principle, namely, that the best way to create interest is through democracy. Members enjoy what they initiate.

To create unusual interest in summer recreation a "Summer Recreation Rally" was announced. An interesting speaker on "How to Enjoy a Vacation" was secured for a short address. His name was sufficient to create interest. The meeting was held in the large auditorium. There was a suggestion that a crowd was expected. A man of prominence was asked to preside. The stage was arranged to indicate summer vacation—a tent was pitched, a make-believe camp fire introduced, and athletic paraphernalia, such as fishing nets and rods, a canoe, tennis rackets, balls, bats, and golf clubs were used for decoration.

Before the time for the program, cards were issued to the members asking them to check the particular sports in which they were interested and return the cards at least two weeks before the night of the rally. On these cards were named all the conceivable sports which the community might afford. The list included track and field sports, tennis, baseball, rambling, camera club, horseback riding, surf bathing, boating, tugboat trips, trolley rides, golf. There was no idea how many of these would be provided, but it was a method of making an inventory of the members' desires. When the cards were collected the lists were classified. Then a meeting of the various groups was called. For illustration, a dozen men wanted golf. These were called together to discuss how golf might be provided. The Association had no golf grounds and could not afford them. A committee was appointed from the group to investigate and to find what the city provided in grounds and to report at the rally. Similarly other groups were called together and sent out to find facilities and to report definite methods for their use. These

succeeded admirably. The golfers found splendid golf links furnished free by the city and organized the group to play on them. The boating group found it could secure special rates at the park if tickets were bought in quantities. The athletic group found an athletic park which could be rented for \$100, and the money was secured by issuing athletic park tickets at one dollar each to one hundred interested members.

All of these groups reported on rally night. First, the orchestra played, the address was given, and stereopticon views of an Association summer school, the local and state camp for boys, were shown—as well as pictures of local athletes. Then came the reports, after which the groups got together, organized, and made plans. These were launched enthusiastically because the members had made the enterprise possible and a splendid season of many activities resulted.

For a program of outdoor activities one thinks of spring and fall athletic meets, and all-round tests during the summer. The following are suggested: Relay runs to a neighboring city, cross-country runs and paper chases, twilight baseball leagues, playground ball leagues for business men, handball and outdoor baseball, bicycle runs, and when possible aquatic sports.

The Association should seek to sense the prevailing sport in its community and relate itself to it. For illustration, in one city the favorite sport was sea bathing. On Saturday afternoon many of the members were found on the beach, though the Association was not related to it. The Association made a study of the situation. It was discovered that one of the large bathing houses was most popular. A representative was sent to the proprietor, who agreed to the suggestion that lockers be reserved in a certain section of the building for Association men. This segregated the men and brought them together at the beach at the same time. Then the physical director related himself to the group, directing the games on the beach, including three deep, pyramids, and races. Later the group organized into an Association swimming club, and thus through tact and study and adaptability the Association became the directing force. In another city the chief attraction was a camp on the river. The best location on this river was occupied by drinking clubs. Investigation revealed that the property was owned by a churchman. The

physical director called upon the owner, told him that if the Association were given a portion of the property a boathouse would be erected and the rest of the property would be supervised and leased to respectable persons. This he agreed to. The objectionable persons were eliminated, better groups became tenants, and the Association formed a stock company of one hundred members at ten dollars each and erected a substantial boathouse with sleeping accommodations.

SWIMMING CAMPAIGN

W. H. BALL

The Objective

To teach America to swim is a gigantic undertaking, but this is the task that was undertaken by the Young Men's Christian Association in 1909. A large proportion of the one hundred million or more inhabitants of North America derive very little if any pleasure from the water because they are not masters of it and consequently fear it. In the United States alone, more than seven thousand persons are accidentally drowned each year. To help save these lives and to add materially to the wholesome enjoyment of all the nation is a challenge that may well call forth the best efforts of an organization like the Young Men's Christian Association.

Conditions

Associations are found in nearly all the large communities in the United States and Canada, and more than four hundred of these Associations have indoor swimming pools, while many others conduct camps in the summer beside lakes or rivers. Each of these organizations has a physical director who is an experienced swimmer and instructor. In addition, thousands of the Association members are expert swimmers. This, in addition to the discovery of George H. Corsan, a skillful and enthusiastic swimming specialist, by the International Committee which was in a position to promote the continent-wide campaign, made it possible to launch the effort.

In its earlier stages the campaign centered very largely about Mr. Corsan, arrangements being made for him to spend one or more weeks with an Association conducting a spectacular campaign. The Association gives the widest possible publicity to the

campaign, freely using the mails, printed matter, and, most important, the local daily papers. In a large number of instances instruction is given without charge to non-members. In many cities all the school boys who can not swim receive two or three lessons per week.

The details for caring for such a campaign are worked out with great care well in advance. In addition to the publicity features the finances are raised by private subscriptions of a few or many, or by the Business Men's Club, or the School Board, or by some newspaper. In some instances the expenses are covered by the swimming exhibition receipts, and instruction or new members' fees.

In free campaigns the non-members are thoroughly examined physically, and carefully supervised while receiving their instruction. The gratifying results of the campaign thus far are, in a large measure, due to the methods of instruction which Mr. Corsan has developed. Non-swimmers are taught in groups of from ten to seventy-five.

The crawl stroke is used exclusively for beginners. The arm movements of this stroke are first given to the group in the "land drill." Each person is then supplied with a pair of water wings and enters the water. After properly adjusting the wings, he executes the arm movements practiced in the land drill and in most instances learns to swim in one or two lessons, so that thereafter the wings can be discarded. The entire group receives instruction at once, the actual number depending upon the size of the pool. Fifteen minutes is usually given as the period for the water lesson.

In order to stimulate an interest in swimming and encourage all grades of swimmers, the following tests and awards are in very general use. Thousands of Association members qualify for these awards each year.

Beginners' Test: Swim at least fifty feet (any stroke — with or without turning). Award — oxidized silver finish button.

Swimmers' Test: Swim fifty yards (any stroke); dive properly from dock, side of pool, float or springboard; swim on back fifty feet. Award — French gray finish button.

Leaders' Test: (1) Teach one person to swim fifty feet; (2) swim two hundred yards; (3) dive from surface of water and

bring up objects from the bottom (opening eyes); (4) swim on back fifty yards. Award—Roman gold finish button.

Life Savers' Test: (1) Dive into from seven to ten feet of water and bring from the bottom to the surface a loose bag of sand weighing ten pounds; (2) swim two hundred yards, i.e., one hundred yards on back, not using arms or hands, and one hundred yards any other stroke; (3) demonstrate (a) on land—five methods of release; (b) in water—two methods of release; (c) rescue and tow person of own weight twenty yards, using two different strokes (ten yards each); (d) Schaefer method of resuscitation. Award—sterling silver watch fob, very neat and durable.¹

These awards are furnished by the Physical Department of the International Committee at a small charge sufficient to cover the actual cost. The various awards, however, are supplied with the understanding that they are to be awarded only to those persons who fully comply with the particular test in the presence of three competent witnesses, one of whom is to be the physical director or assistant.

An Association member who rescues another person from drowning is eligible to receive the Life Saving Medallion, gold, silver, or bronze, according to the degree of danger involved and skill shown. These medallions are granted upon application of a local Y. M. C. A. which furnishes full particulars of the rescue and also cares for the cost.

As a development of the campaign, about two hundred swimming and life-saving clubs have been organized during the past five years. These clubs have for their object in general, to advance the interests of swimming, life saving, and other aquatic sports, and particularly to teach swimming and life saving and conduct swimming games, contests, and exhibitions.

There has also been developed a Swimming and Life Saving Department of the Athletic League of North America for the purpose of promoting, standardizing, and making permanent the present interest in swimming and life saving. This organization promotes annually the Life Saving Pentathlon Contest consisting of five events—50 yards on back, 75 yards any stroke, 220 yards any stroke, towing person, and full dress swim. This contest has

¹ See page 235 for prices, etc.

become a part of the activity policy of Associations having pools and is doing much to perfect the life-saving ability of large numbers of swimmers.²

Campaign Results

Approximately 375,000 persons who could not swim are known to have been taught to swim during the past ten years by the Young Men's Christian Associations of North America. In addition, many thousand swimmers have become good swimmers, and good swimmers expert swimmers and life savers. Several hundred thousand spectators have listened to lectures and witnessed demonstrations of swimming and life saving. About 125 swimming instructors are now (1916) giving part or full time in local Associations, where there were none ten years ago.

Every new Association building contains a pool, larger and better equipped than in former years. Students who complete physical courses in Association Summer Schools or Training Colleges are required to qualify in swimming and life saving.

Standard Swimming Program

Every Association with a building to have a swimming pool and a Swimming and Life Saving Club with an annual program of activities.

Every Association with a pool to have a full or part time swimming instructor.

Every Association member to become a swimmer.

Every swimmer to become a better swimmer.

Every good swimmer to be trained as a life saver.

Every swimming pool to be equipped for refiltration and absolute sanitation.

Every pool to be under constant supervision during hours the pool is open.

SWIMMING AWARD PRICES

<i>Beginners:</i>	5 cents each; cash with order, 50 at \$2.25; 100 at \$4.00.
<i>Swimmers:</i>	10 cents each; cash with order, 50 at \$4.25; 100 at \$8.00.
<i>Leaders:</i>	5 cents each; cash with order, 50 at \$2.40; 100 at \$4.25.
<i>Life Savers:</i>	One dollar each; cash with order, 25 or more at \$22.50.

² See page 232 for details regarding this department.

Requests for awards should be sent to Physical Department, International Committee, 347 Madison Avenue, New York.

SUGGESTED CONSTITUTION OF THE SWIMMING AND LIFE SAVING CLUB OF THE YOUNG MEN'S CHRISTIAN ASSOCIATION

ARTICLE 1. NAME.—This organization is a branch of the Young Men's Christian Association International Swimming and Life Saving Corps and shall be known as "The Swimming and Life Saving Club of the Young Men's Christian Association."

ARTICLE 2. OBJECT.—Its object shall be to advance the interests of swimming and life saving and aquatic sports in general, and to that end to teach swimming and life saving, and to conduct games, competitions, and exhibitions, also to maintain and regulate teams, therefore acting in harmony with the purposes of the Association and under the jurisdiction of its Physical Committee.

ARTICLE 3. MEMBERSHIP.

Section 1. Qualification.—Any member of the Young Men's Christian Association who is entitled to the privileges of the Physical Department may become a member of this Club by signing this Constitution and paying the membership fee hereinafter prescribed.

Section 2. Fees.—The fees for membership in the Club shall be fifty cents (\$.50) a year, payable in advance.

Section 3. Renewals.—The renewal fees shall be fifty cents (\$.50) but, if paid on or before the annual meeting, the member shall receive a renewal membership card, which will admit himself and lady to public exhibitions.

Section 4. Charter Members.—All persons becoming members on or before _____ shall be designated as Charter Members.

ARTICLE 4. OFFICERS.

Section 1. The officers of this Club shall be: President, Vice-President, Secretary-Treasurer, and two Directors, who shall be elected by ballot at the annual meeting, for a term of one year or until their successors are chosen, a majority of all votes cast being necessary for election.

Section 2. Newly elected officers shall take office immediately upon the adjournment of the meeting at which they are elected.

Section 3. It shall be the duty of the President to preside at all business meetings and supervise the general work of the Club. He shall be an ex-officio member of all committees. He shall appoint all committees not otherwise provided for, and shall have power to dissolve any committee appointed by him, if in his opinion it is not fulfilling the duties assigned to it. The president shall during the month of March each year forward an

Annual Report for the Club to the Secretary of the National Corps in New York. This report will include a presentation of things accomplished and contemplated and also a brief financial statement.

Section 4. The Vice-President, in the absence of the President, shall perform the usual duties of his office.

Section 5. The Secretary-Treasurer shall keep the official copy of the constitution and an accurate record of all meetings, give notice to members of meetings, and perform all other duties which properly appertain to the office. As treasurer, he shall receive all moneys belonging to the Club and disburse the same on the order of the President, provided that no expense be incurred unless authorized by the Club or the Executive Committee. He shall submit a monthly report to the Physical Board at their meeting, such report to contain: (1) An account of the work of the Club for the preceding month; (2) the plans made for future work; and (3) a financial statement of receipts and disbursements for the month with vouchers attached.

Section 6. The two Directors, together with the President, Vice-President, and Secretary-Treasurer, shall constitute the Executive Committee, who shall transact all business of the Club during the intervals between meetings.

Section 7. Vacancies in offices shall be filled by the Executive Committee. Vacancies in team captainships may be declared by the President, when necessary. His successor to be chosen by the team.

ARTICLE 5. MEETINGS.

Section 1. The annual meeting shall be held during the month of April, and a semi-annual meeting in November.

Section 2. Special Meetings. Special meetings may be called at any time at the discretion of the President or at the written request of five members.

Section 3. Notice of Meetings. The Secretary-Treasurer shall mail members notice of all Club meetings.

Section 4. Quorum. Seven members shall constitute a quorum at any meeting of the Club.

ARTICLE 6. COMMITTEES.

Such committees may be appointed by the Club or President, as may be thought desirable.

ARTICLE 7. COLORS AND UNIFORMS.

Section 1. Colors. The Club colors shall be the standard red, white, and blue adopted by the Association.

Section 2. Uniform. The uniform shall be a one-piece red bathing suit.

ARTICLE 8.

Section 1. Teams. A representative swimming team for competitive work against other teams shall be selected by the swimming captain and the physical director. Representative water

polo and life saving teams shall be selected in like manner by respective captains and physical directors.

Section 2. Captains. The Captains for the various teams shall be selected at the annual meeting by the Club members who have represented the Association during the year in open events.

ARTICLE 9. AMENDMENTS.

This Constitution may be amended at any meeting by a three-fourths vote of the members present, provided that the proposed amendment shall have been submitted in writing at a meeting at least two weeks previous and all members notified regarding the same.

LIFE-SAVING PENTATHLON SCORING TABLES

A. L. N. A. LEAGUE LETTER XV. SUPPLEMENT

A new method of scoring athletic events is here presented. It is scientific and is based on the fact that it requires much more ability to reduce the time or increase the distance of an event as the "record" is approached; therefore, to recognize fairly a person's skill, every fifth of a second in time or inch in distance should increase in scoring value as the "record" is neared.

The method of scoring is simple. Consult the table for the particular event. Locate the time that was made and directly opposite will be found the number of points it represents.

Swimming in pools presents a special problem, owing to the matter of turns. Time can be gained from the turns and push off. These tables are based on a standard 75 foot pool. Where a pool is shorter and the required number of turns for an event is more than is indicated on the table, the proper deduction for each extra turn should be made as follows:

50 yds. on back	$\frac{3}{5}$ sec.
75 yds.	$\frac{3}{5}$ sec.
25 yds. towing	$\frac{3}{5}$ sec.
220 yds.	1 sec.
Full Dress	1 sec.

In submitting reports of the contest the exact length of the pool and THE NUMBER OF TURNS SHOULD BE STATED WITHOUT FAIL. Also mention whether deductions for turns have been made.

WILLIAM H. BALL.

SPECIAL REQUEST

For purposes of special study it will be greatly appreciated if each Physical Director will send reports of *all* obtainable time or distance made in *any* or *all* swimming events. Names are not needed, but state length of pool and indicate boys' time by a mark.

50 YARDS ON BACK

One Turn

30 secs.	1000	38 secs.	329	46 secs.	119	54 secs.	32
1	964	1	321	1	116	1	31
2	929	2	313	2	113	2	30
3	895	3	306	3	110	3	29
4	862	4	299	4	107	4	28
31	830	39	292	47	104	55	27
1	800	1	285	1	101	1	26
2	772	2	278	2	98	2	25
3	746	3	271	3	95	3	24
4	722	4	264	4	92	4	23
32	701	40	258	48	89	56	22
1	680	1	252	1	86	1	21
2	660	2	246	2	84	2	20
3	640	3	240	3	82	3	19
4	621	4	234	4	80	4	18
33	603	41	228	49	78	57	17
1	586	1	222	1	76	1	16
2	570	2	216	2	74	2	15
3	555	3	211	3	72	3	14
4	543	4	206	4	70	4	13
34	529	42	201	50	68	58	12
1	516	1	196	1	66	1	11
2	503	2	191	2	64	2	10
3	491	3	186	3	62	3	9
4	479	4	181	4	60	4	8
35	468	43	176	51	58	59	7
1	457	1	171	1	56	1	6
2	446	2	167	2	54	2	5
3	436	3	163	3	52	3	4
4	430	4	159	4	50	4	3
36	416	44	155	52	48	60	2
1	406	1	151	1	46	1	1
2	397	2	147	2	44		
3	388	3	143	3	42		
4	379	4	139	4	40		
37	370	45	135	53	38		
1	361	1	131	1	36		
2	353	2	128	2	35		
3	345	3	125	3	34		
4	337	4	122	4	33		

75 YARD SWIM

Two Turns

40 secs.	1000	48 secs.	163	56 secs.	42
1	935	1	158	1	41
2	877	2	153	2	40
3	824	3	148	3	39
4	776	4	143	4	38

41	732	49	139	57	37
1	692	1	135	1	36
2	656	2	131	2	35
3	623	3	127	3	34
4	590	4	123	4	33
				58	32
42	563	50	119	1	31
1	537	1	115	2	30
2	512	2	111	3	29
3	488	3	107	4	28
				59	27
4	465	4	103	1	26
43	443	51	100	2	25
1	422	1	97	3	24
2	402	2	94	4	23
3	383	3	91	60	22
4	365	4	88	1	21
44	348	52	85	2	20
1	332	1	82	3	19
2	317	2	79	4	18
3	303	3	76	1 min 1 sec.	17
4	290	4	73	1	16
45	278	53	71	2	15
1	267	1	69	3	14
2	257	2	67	4	13
3	247	3	65	1 min. 2 sec.	12
4	238	4	63	1	11
46	229	54	61	2	10
1	221	1	59	3	9
2	213	2	57	4	8
3	206	3	55	1 min. 3 sec.	7
4	199	4	53	1	6
47	192	55	51	2	5
1	186	1	49	3	4
2	180	2	47	4	3
3	174	3	45	1 min. 4 sec.	2
4	168	4	43	1	1

25 YARDS TOWING

No Turns

25 secs. 1000	33 secs. 163	41 secs. 42
1 935	1 158	1 41
2 877	2 153	2 40
3 824	3 148	3 39
4 776	4 143	4 38
26 732	34 139	42 37
1 692	1 135	1 36
2 656	2 131	2 35
3 623	3 127	3 34
4 590	4 123	4 33
27 563	35 119	43 32
1 537	1 115	1 31
2 512	2 111	2 30
3 488	3 107	3 29
4 465	4 103	4 28
		44 27
28 443	36 100	1 26
1 422	1 97	2 25
2 402	2 94	3 24
3 383	3 91	4 23
		45 22
4 365	4 88	1 21

29	348	37	85	2	20
1	332	1	82	3	19
2	317	2	79	4	18
3	303	3	76	46	17
4	290	4	73	1	16
30	278	38	71	2	15
1	267	1	69	3	14
2	257	2	67	4	13
3	247	3	65	47	12
4	238	4	63	1	11
31	229	39	61	2	10
1	221	1	59	3	9
2	213	2	57	4	8
3	206	3	55	48	7
4	199	4	53	1	6
32	192	40	51	2	5
1	186	1	49	3	4
2	180	2	47	4	3
3	174	3	45	49	2
4	168	4	43	1	1

220 YARDS

Eight Turns

2 min.	2 min.	2 min.	2 min.	3 min.
18 secs. 1000	28 secs. 640	38 secs. 427	48 secs. 296	6 secs. 175
1 990	1 634	1 424	1 294	7 170
2 981	2 629	2 421	2 292	8 165
3 972	3 624	3 418	3 290	9 160
4 963	4 619	4 415	4 288	10 155
19 954	29 614	39 412	49 286	11 150
1 945	1 609	1 409	1 284	12 145
2 937	2 604	2 406	2 282	13 140
3 929	3 599	3 403	3 280	14 135
4 921	4 594	4 400	4 278	15 130
20 913	30 589	40 397	50 276	16 125
1 905	1 584	1 394	1 274	17 120
2 897	2 579	2 391	2 272	18 115
3 889	3 574	3 388	3 270	19 110
4 881	4 569	4 385	4 268	20 105
21 873	31 564	41 382	51 266	21 100
1 865	1 559	1 379	1 264	22 95
2 858	2 555	2 376	2 262	23 90
3 851	3 551	3 373	3 260	24 85
4 844	4 547	4 370	4 258	25 80
22 836	32 543	42 367	52 256	26 75
1 829	1 539	1 364	1 254	27 70
2 822	2 535	2 361	2 252	28 65
3 815	3 531	3 358	3 250	29 60
4 808	4 527	4 355	4 248	30 55
23 801	33 523	43 352	53 246	31 50
1 794	1 519	1 349	1 244	32 45
2 787	2 515	2 346	2 242	33 40
3 780	3 511	3 343	3 240	34 35
4 773	4 507	4 340	4 238	35 30
24 766	34 503	44 337	54 236	36 25
1 759	1 499	1 334	1 234	37 20
2 752	2 495	2 332	2 232	38 15
3 745	3 491	3 330	3 230	39 10
4 738	4 487	4 328	4 228	40 5
25 731	35 483	45 326	55 226	41 0
1 724	1 479	1 324	1 225	
2 718	2 475	2 322	2 224	
3 712	3 471	3 320	3 223	
4 706	4 467	4 318	4 222	

THE ATHLETIC LEAGUE OF THE YOUNG MEN'S
CHRISTIAN ASSOCIATION OF NORTH
AMERICA

March, 1916

NEWS LETTER XV

LIFE SAVING PENTATHLON

Eligibility. Any Swimming or Life Saving organization connected with a Young Men's Christian Association holding membership in the Athletic League of North America may enter the contest — A.L.N.A. membership including Life Saving Department \$2.50 per year or Swimming and Life Saving Department only, \$2.00 per year.

Any member of such Association entitled to Physical Department privileges who will upon his honor sign the Amateur Declaration may participate.

Entries. Club entries close March 31st, 1917, with William H. Ball, 124 East 28th St., New York. Individual entries may be accepted at any time before the local contest closes. There is no entry fee. Simply fill out blank.

Each contestant is to sign the Amateur Declaration before participating in any event.

Classification. Associations having a total membership of 2,000 or over are in Class A, those under 2,000 and above 749 in Class B, while those under 750 are in Class C.

Any number of members may compete in one or more events. In Class A the scores of the best ten contestants in each event shall be recorded, in Class B the scores of the best eight, and in Class C the scores of the best six.

Date and Conditions of Contest. Any days (except Sunday) may be selected between April 1-15 inclusive.

If there are twenty-five or less competitors the entire contest is to be conducted in one three-hour period.

Where the number of participants *exceeds* twenty-five, one three-hour period for each of two days may be used, and where the number competing is more than fifty, three dates may be used.

All five events are to be conducted during a period of three consecutive hours on any one day.

A competitor may try one or more events as desired. He may try each event but once.

In all matters not stated in this pamphlet the rules of the A.L.N.A. shall govern this contest.

The distance of each event shall be measured by three thoroughly competent persons.

Events. The program of events may be arranged in any way to suit local convenience.

75 yds.—Any stroke. To start the 75 and 220 yd. events each competitor shall stand with one or both feet on the starting line, and when the signal is given shall plunge. Stepping back, either before or after the signal, will not be allowed.

50 yds. on back—any stroke. Start in the water, facing the starting mark, both hands and feet in contact with the end of the pool. The push off at each turn to be from the foregoing position.

220 yds.—any stroke. (See 75 yd. event.)

Towing Person 25 yds.—any stroke. The person to be towed must weigh within 5 lbs. of the weight of the contestant and wear a bathing suit (1 or 2 piece). During the event his feet shall be firmly tied at the ankles, his arms folded upon his chest, the body rigid. Absolutely no movement shall be made by him, either to assist or interfere with the swimmer. To start, stand in the water at the shallow end of the pool grasping the person to be towed. Any holds or strokes may be used but the person must be towed, not pushed before the swimmer.

Full Dress Swim. Fully dressed in street apparel, i.e.:

1. One- or two-piece bathing suit.
2. Leather lace shoes with ten eyelets, four of which may be hooks properly laced and securely fastened.
3. Socks.
4. Coat shirt with three or more sewn buttons and one collar button, stiff collar properly attached and four-in-hand tie properly tied.
5. Trousers fully buttoned and with belt passed through straps or suspenders.
6. Vest, six buttons, fully buttoned.
7. Coat fully buttoned with at least three buttons.

Stand at one end of the pool with hands in coat pockets. At starting signal remove coat and shoes and immediately plunge

from end of pool and swim 90 ft. At this point and without delay dive from the surface to a depth of at least 6 ft. and bring to the surface a bag of loose, clean sand. Drop sand bag and remove all clothing but bathing suit. Swim 10 ft. to finish.

Bag of Sand: Seashore sand is recommended. Where not available very small pebbles may be used. The bag to be 18 inches square and made of heavy white drilling.

In all events the finish mark to be one end of the pool or a rope stretched taut across the pool 18 inches above level of water.

Each competitor shall keep a straight course, parallel with the course of the other competitors, from the starting station to the opposite point in the finish line. Any competitor who, when out of his own water, shall touch another competitor, is liable to disqualification from that event, subject to the discretion of the Referee.

Each competitor shall have finished the race when any part of his person reaches the finish line.

Officials. The necessary officials shall be a referee, three or more timekeepers, two or more judges, and a starter.

The conditions under which this contest will be conducted make possible wide variations. It is therefore requested that strict interpretation of rules be followed and that the greatest care be exercised in the selection of officials. Accuracy must be insisted upon in timing, measuring, and judging. (See Athletic League Hand-book for rules governing officials.)

Reports. All reports are to be made on blanks furnished by the A.L.N.A. and mailed to the New York Office not later than April 20th.

Incomplete reports will not be accepted.

Trophy. A beautiful Shield Trophy will be presented to the winning Swimming Organization in each Class, A, B and C.

Scoring. The Committee is developing scoring tables for this contest on a new scientific basis. These tables are to be ready by March 15th and will be forwarded to all clubs making entry. Point scoring should be done with the utmost care. If for any reason scoring tables are not received, the contest may be conducted.

Suggestions. Take what sanitary precautions may seem

necessary in connection with the use of street clothing, etc., in the pool.

Provide a comfortable warm rest place for the contestant between events. He may compete in one or more events as desired.

TITLES AND GRADING OF PHYSICAL DIRECTORS

JOHN BROWN, JR., M.D., M.P.E.

(For the Committee of Ten)

At the meeting of the Committee of Ten on Titles and Classifications of Physical Directors, held at LeRoy, Ohio, May, 1916, the following requirements for the various titles were decided upon.

All applicants for the title of "Director of Physical Education" must have the following *minimum* preliminary requirements:

1. High School education or its equivalent.
2. Full attendance upon at least one conference of the Physical Directors' Society.
3. Full attendance and completion of at least one term at the Physical Department School of an Association standard Summer School.
4. Satisfactory experience of not less than two years as a Physical Director in charge of the Physical Department of an Association.

Experience in physical work outside the Association is rated as equal to half time experience in the Association, provided the experience is satisfactory to the Committee.

Except where specifically stated otherwise, experience as an Assistant Director, or as a Boys' Department Physical Director in the Association, counts the same as experience in charge of the Physical Department of the Association.

The following are the requirements for the various grades and titles as revised:

GRADE "A"

"DIRECTOR OF PHYSICAL EDUCATION"

I.

- (a) High School education or its equivalent;
- (b) Full attendance at one annual meeting of Physical Directors' Society Conference;

- (c) Full attendance and completion of one term in the Physical Department School of a standard Association Summer School covering four units of ten periods each;
- (d) Graduation from the regular course in physical education in an Association College;
- (e) Four years' experience as Physical Director in Association work, two years of which shall be as director in full charge of the Physical Department.

II.

- (a) High School education or its equivalent;
- (b) Full attendance at two annual meetings of Physical Directors' Society Conference;
- (c) Full attendance and completion of three years in a standard Association Summer School;
- (d) Graduation from a reputable Medical School;
- (e) Five years' experience as Physical Director in Association work, three years of which shall be as director in full charge of the Physical Department.

III.

- (a) High School education or its equivalent;
- (b) Full attendance at two annual meetings of Physical Directors' Society Conference;
- (c) Full attendance and completion of three years in a standard Association Summer School;
- (d) Graduation in Arts or Science from a reputable College;
- (e) Five years' experience as Physical Director in Association work, three years of which shall be as director in full charge of the Physical Department.

NOTE 1—Where applicant has had both Association College, Medical or Academic training, extra years may count for half time in filling out the required years of experience. In no case, however, shall the actual experience required be less than two years.

NOTE 2—Where an applicant has had less than the full course in Association College, Medical or Academic training, one additional year of experience shall be required in charge of an Association Physical Department for each year's college work lacking.

IV.

- (a) High School education or its equivalent;
- (b) Ten years' experience as Physical Director in Association work, five of which shall be as director in full charge of the Physical Department;
- (c) A thesis of not less than 5,000 words on some subject pertaining to physical education, to be determined by the Examining Board;
- (d) A minimum requirement of attendance and completion of five seasons' work in a standard Association Summer School;
- (e) A minimum requirement of attendance upon four annual conferences of the Physical Directors' Society;
- (f) A minimum requirement of reviews of five books suggested by the Examining Board.

NOTE — The applicant must make a total of ten points by some combination of the requirements of (d), (e) and (f), allowing points as follows:

Each year's attendance at Summer School.....	1 pt.
Attendance at Physical Directors' Society.....	½ pt.
Every five books reviewed	1 pt.

GRADE "B"

"DIRECTOR OF PHYSICAL ACTIVITIES"

NOTE — The minimum requirements for all applicants for Grade "B" include High School education or its equivalent; one year's experience in Association Physical Work; attendance upon one Summer School session, or a Physical Directors' Society Annual Conference.

I.

- (a) Graduation from course in Physical Education of an Association College;
- (b) One year's experience as Physical Director in Association work;
- (c) One year's Summer School, or attendance upon one Annual Conference of the Physical Directors' Society.

II.

- (a) Graduation from a reputable Medical College;

- (b) Three years' experience as Physical Director in Association work;
- (c) Two years' attendance at the Physical Institute of a Standard Association Summer School.
- (d) Attendance at one annual conference of the Physical Directors' Society.

III.

- (a) Graduation in Arts or Science from a reputable college;
- (b) Three years' experience as Physical Director in Association work;
- (c) Full attendance and completion of two years in a standard Association Summer School;
- (d) Attendance at one annual conference of the Physical Directors' Society.

NOTE 1—Where the applicant has had both Association College, Medical or Academic training, the extra years may count for half-time in filling out the required years of experience.

NOTE 2—Where the applicant has less than the full course in Association College, Medical or Academic training, one additional year of experience shall be required to complete the qualification.

IV.

- (a) High School education or its equivalent;
- (b) Seven years' experience as Physical Director in Association work, three years of which shall be as director in full charge of the Physical Department;
- (c) A thesis of not less than 3,000 words on some subject pertaining to physical education to be determined by the Examining Board;
- (d) A minimum requirement of four years' attendance at a standard Association Summer School;
- (e) A minimum requirement of attendance at two annual conferences of the Physical Directors' Society;
- (f) A minimum requirement of reviews of three books suggested by the Examining Board.

NOTE—The applicant must make a total of ten points by some combination of (d), (e) and (f), allowing points as follows:

Each year's Summer School attendance..... 1 point

Attendance at Physical Directors' Society Conference	1 point
Every three books reviewed.....	1 point

GRADE "C"

"PHYSICAL INSTRUCTOR"

I.

- (a) Graduates of Association Colleges, or of courses in Medicine, Arts, or Science are granted this grade upon entrance into the Association's Physical Directorship in any capacity;
- (b) Any combination of years of High School education, years of attendance at Summer School, years of experience, or attendance upon Physical Directors' Society Annual Conference, making a total of ten points, for example:
3 yrs. High School (3), 2 yrs. Summer School (2),
4 yrs. experience (4), attendance at one annual conference of the Physical Directors' Society (1), 10.

GRADE "D"

"GYMNASTIC INSTRUCTOR"

All those who do not qualify for any of the higher grades but who have demonstrated their ability to organize, conduct, and promote general physical activity and who are engaged in the Physical Department of the Association.

Those who have not yet sent in their application blanks, should send for them at once.

No application will be acted upon by the Committee unless the applicant is a member of the Physical Directors' Society.

The application must be accompanied by a fee of \$5.00, which covers the cost of diplomas and other expenses incident to the work of the Committee. No other fee is charged when request for a higher grading is made, or additional diplomas granted.

CONSTITUTION OF THE LEADERS' CLUB

NAME

ARTICLE I.

This organization shall be known as the Leaders' Club of the Young Men's Christian Association of

OBJECT

ARTICLE II.

The object of the Leaders' Club shall be to assist the Physical Department committee and the Physical Director in carrying out the objective of the Physical Department of the Young Men's Christian Association, especially in the development of a high standard of Christian manhood and the promotion of physical education in general and among the members of the Young Men's Christian Association in particular.

MEMBERSHIP

ARTICLE III.

Section 1. The membership of this organization shall be restricted to those who are full privilege members of the Physical Department of Young Men's Christian Association.

Section 2. Membership shall be classified as follows: honorary, active, ex-leaders and boys.

(Note). The Leaders' Club in the Association may be organized as one club, the same to include the men's and boys' divisions. However, such divisions of the club may be organized as is desired, and each division may have jurisdiction over its own affairs, including the selection of its members, study course and work, so long as they are in conformity with the general aim of the club.

Section 3. Honorary leaders are those who have acquired one or more gold stars and have retired from active service. The club may also elect to the honorary membership men who have contributed a special service to physical education.

Section 4. Active leaders are those who are engaged in the active work of the Physical Department.

Section 5. Ex-leaders are those who have severed their connection with the Leaders' Club before completing the four year course.

Section 6. Boys' leaders are those who are engaged in the activities of the physical work for boys and members of the boys' division.

Section 7. Election of any of the above classes of members shall be by ballot upon recommendation to the club by the Physical Director and the Membership Committee. A unanimous vote of active members present at any meeting of the club shall be

necessary for election. It may be wise to nominate new members one meeting before election.

Section 8. The annual dues of \$. shall be paid by each member upon election to the club and at the annual meetings thereafter.

Section 9. Any member who is unfaithful, or who absents himself from the regular work of the club for one month, without reasonable excuse, shall be dropped from the active membership of the club.

Section 10. Boys' leaders having served four years may be elected to the men's section, when voted upon in the regular manner, and shall receive the first year emblem of the men's division.

OFFICERS

ARTICLE IV.

Section 1. The officers of the club shall be: President, Vice-President, Secretary-Treasurer, who shall be elected by ballot at the annual meeting.

Section 2. The General Secretary, the Physical Director and associates and the chairman of the Physical Department committee shall be members ex officio, and these with the regular installed officers shall compose the executive committee.

REQUIREMENTS FOR GRADING

ARTICLE V.

Section 1. The requirements for active grading shall be regular attendance at the weekly meetings of the club on meeting periods, and regular attendance on evenings selected by active members as teaching periods, except when valid excuse for absence can be given.

Section 2. Verbal or written excuse shall be given to the Physical Director when absence from weekly meeting is unavoidable; if for an evening on which the leader is to have charge of a squad, he shall secure a substitute, or notify the Physical Director of his inability to secure one, as soon as said leader has knowledge of his necessary absence. When such notice is given, the member shall be given one-half mark for attendance. The same method of marking shall be used for attendance at business meetings.

Section 3. When any member of the Physical Department has been elected as a leader he shall be presented to the club by the

President at the next business meeting. An initiation service may be a part of the program.

EMBLEMS

ARTICLE VI.

Section 1. The men's emblem shall be a 5" royal blue triangle, sides $\frac{3}{4}$ " wide, with an interwoven English L, and shall be presented after the leader has fulfilled the requirements of the first year. No emblem shall be worn by anyone who has not followed the regular course as outlined for leaders.

Section 2. The first year leaders shall wear a single $\frac{3}{4}$ " crimson star in the apex point of the triangle, which shall be presented with the emblem upon fulfilment of requirements of the first year.

Section 3. The second year leaders shall wear 2 crimson stars, one in each upper point of the triangle, which shall be presented upon fulfilment of requirement of the second year.

Section 4. The third year leaders shall wear 3 crimson stars, one in each point of the triangle, which shall be presented upon fulfilment of the requirement of the third year.

Section 5. The fourth year leaders remove all crimson stars and wear one gold star in the apex point of the triangle, which shall be presented upon fulfilment of the requirements of the fourth year.

Section 6. Each active leader who has passed the examinations and the requirements and who has taught not less than 15 lessons of graded classes during the season shall receive the emblem or stars as provided for. These may be presented at the annual meeting or at the gymnasium men's banquet.

Section 7. The boys' emblem shall be same as men's, size to be 4" and shall be presented after the leader has fulfilled the requirements of the first year.

Section 8. The first year boy leaders shall wear a single $\frac{3}{4}$ " crimson star in the base of the triangle.

Section 9. The second year boy leaders shall wear 2 crimson stars, one in each upper point of triangle, which shall be presented upon fulfilment of requirements of the second year.

Section 10. The third year boy leaders shall wear 3 crimson stars, one in each point of the triangle, which shall be presented upon fulfilment of requirement of the third year.

Section 11. The fourth year leaders remove all crimson stars and wear one gold star in the apex point of the triangle and this shall be presented after fulfilment of the requirements of the fourth year.

Section 12. Leaders remaining active after attaining the gold star may retain the gold star and begin again with crimson stars. Should any remain 8 years, 2 gold stars shall be presented, one gold star at each of the upper points of the triangle. These leaders are exempt from all requirements except the weekly meeting and the leading of squads or classes.

EXAMINATIONS

ARTICLE VII.

Section 1. An examination shall be held annually under the direction of the local Association; the examination questions to be supplied by the Physical Department of the International Committee.

Section 2. The examinations shall consist of three parts, each part to be marked on the basis of 100 per cent, the parts to be as follows: (a) an examination in theory (first aid, nomenclature, hygiene, etc.); (b) an examination in the gymnasium to determine the leaders' gymnastic ability; (c) an examination in the gymnasium where the leader shall conduct squads or classes to demonstrate his leadership and ability in drills, apparatus work, etc.

Section 3. One year's work shall consist of 20 hours of theoretical work and 20 hours of practical work for grading. The order in which the courses shall be taught shall be optional with the physical director. It shall be understood, however, that not less than 20 hours of theoretical and as many hours of practical work be given each year.

Following is the outline of a course covering four years:

Theory

Hygiene	20 hours
First Aid	10 hours
Methods	20 hours
Association History	5 hours
Nomenclature	20 hours
History of physical training.....	5 hours—80 hrs.

Practice

Marching and calisthenics	20 hours
Gymnastics	40 hours
Gymnastic dancing	5 hours
Rules of games and athletics	10 hours
Recreative games	5 hours—80 hrs.

Section 4. That in addition to the possible 300 points as provided for above, 100 points be given for perfect attendance at the leaders' club meetings (a proportionate number of points being deducted for each absence) and 100 points for required attendance at regular class sessions (proportionate number of points being deducted for each absence).

Section 5. That the examination papers be forwarded to the Physical Department of the International Committee for final grading and that an average of 70 per cent be required for promotion.

UNIFORMS

ARTICLE VIII.

Section 1. The men's uniform shall consist of white sleeveless shirt, navy blue or white trousers, elastics at bottom, black belt one inch wide and white shoes.

Section 2. The boys' uniform shall be the same as men's with the exception that short pants may be worn.

Section 3. The leaders shall bear the expense of the uniform.

MEETINGS

ARTICLE IX.

Section 1. The annual meeting of this club shall be held during the month of

Section 2. The monthly business meeting of the club shall be on of each month.

Section 3. The weekly meeting of the club for study, practical work, etc., shall be held on, with the exception of the day on which the monthly business meeting is held.

The following shall be the order of business:

1. Devotional period.
2. Reading of the minutes.
3. Unfinished business.
4. Report of committees.
5. New business.
6. Adjournment.

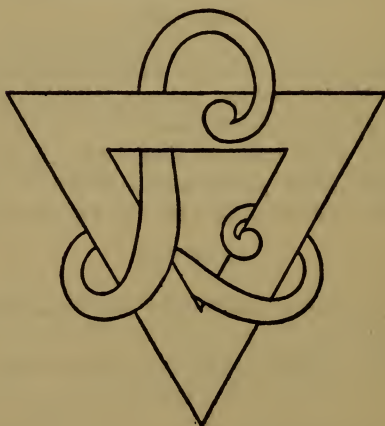
Section 4. Special meetings may be called as the occasion demands.

QUORUM

ARTICLE X.

..... active members of the club shall constitute a quorum for the conduct of business.

EMBLEM FOR LEADERS' CLUB



APPENDIX II

AMATEUR ATHLETICS

The Athletic Research Society adopted the following high standards:

Definition of an Amateur Athlete

An amateur athlete is one who participates in competitive physical sports only for the direct pleasure of the game.

The Spirit of Amateurism

The Spirit of Amateurism carries with it all that is included in the definition of an amateur athlete and much more.

The Spirit of Amateurism stands for a high sense of honor, honesty, fair play, courtesy and temperate living on the part of participants—hosts or guests—officials and spectators. It stoops to no petty technicalities to twist or avoid the rules or to take an unfair advantage of opponents.

It implies a recognition of the marked influence of athletics in developing organic vigor, physical fitness, intellectual efficiency, moral qualities and social habits. It seeks to increase their value by exalting the standards of all sports.

It is opposed to all practices which are harmful to individuals or to amateur athletics in general, such as: playing for money or gain of any kind, betting, selling prizes, proselyting, over-specialization of "star performers" to the exclusion of the "rank and file," etc.

It recognizes the need for wise organization and supervision of athletics and cooperates in making these efficient.

OUTLINE OF SURVEY

GENERAL HINTS

Look for other things than the outline suggests. Be sure to get these, but let them lead out to other related subjects. In answering questions give sources of information; either names and addresses of individuals or the literature, as it may be desired to verify or follow up the facts.

POPULATION STATISTICS

1. Total population. Secure from latest census returns.
2. Young men and boys of Association age. Estimate by counting one in five of the population as of Association age.
3. Male school population. Secure from local school authorities.
4. Industrial population—Men and boys. Secure from state labor report.

VITAL STATISTICS

1. Mortality. (a) Classify deaths from principal causes; (b) classify deaths according to age; (c) classify deaths according to locality.

Consult United States Vitality Statistics, also state and local statistics. Secure cooperation of local health officers.

2. Morbidity. Secure copy of local ordinances which refer to the reporting of contagious diseases, spitting, etc., and discover to what extent they are enforced. Is ophthalmia neonatorum reportable? Discover what diseases are more or less constant in the community and in what section of the community they are most prevalent.

SCHOOL HYGIENE

Medical Examinations

Are medical examinations made in the schools?

What do such examinations include?

Do they include tests of vision and hearing, inspection of teeth, nose and throat and lungs? Examination of heart?

Who makes these tests?

When are they made, and how often?

Secure or compile statement as to number of defects discovered.

If no examinations are made plan to have one hundred children taken at random by a staff of expert physicians.

Physical Provision for Special Cases

How are medical examinations followed up?

Is there a system of notification of parents? A visiting nurse?

What quarantine measures are used in reference to communicable diseases?

Are open-air schoolrooms provided?
Is there a class for backward children?
If so, describe curriculum and method of conducting.

Physical Training

What physical training is conducted?
By whom is it conducted?
What is its character and extent —

- (a) calisthenics.
- (b) games.
- (c) apparatus work.

What physical training equipment is available?
What competitive athletics are conducted and what supervision is provided? (Secure schedule of different games held during entire season.) Is there any supervision of the recess period? Is there a Public School Athletic League? Describe it. Is any instruction given in personal hygiene? If so, what subjects are taught and to what extent?

Ventilation

What method of ventilation is used?
At what temperature is the school room kept?
Is the air moistened?

PUBLIC RECREATION

Games

What games do the boys and young men play?
What is the prevailing sport? (Watch them on the streets and inquire of leaders.)
Are the games individualistic or group games?
To what extent are baseball, basket ball and other team games played and by whom?
State number of teams.
Also secure last season's schedules.
State actual or approximate number on these teams.
What groups participate?
To what extent and under what conditions are track and field sports practised?
What athletic meets, if any, were held during the past year?
Where?

What winter sports are engaged in?

Are there any prizes offered? What kind?

Are athletic meets held under sanction of the Amateur Athletic Union?

Are there any professional sports? Describe.

Who manages them? Who participate?

What other opportunities are there for recreation?

Who are the leaders of sport in the community?

- (a) *Outings and picnics* (describe by whom held, nature of program). Secure printed matter.
 - (b) *Moving Picture Shows*. Number of, and approximate number attending. Character of audience. What are the legal restrictions?
 - (c) *Number and Location of Saloons*. To what extent do they offer recreative activities?
 - (d) *Number of Pool Rooms*. Number of young men frequenting them and the general character of surroundings.
 - (e) *Number of Bowling Alleys*. Number of young men frequenting them and the general character of surroundings.
 - (f) *Number of Dance Halls*. (1) Public; (2) Private. Hours for closing. Any supervision? Number having liquor connected.
 - (g) *Number of Social and Athletic Clubs*. Membership, size, character and age. Functions held.
- What is the principal recreation of the community?
- What seems to be the prevailing need in reference to recreation in the community? How can it be met?

Churches

How many churches are there? State denominations.

To what extent do the churches and Sunday schools engage in social and recreative life of the young men and boys?

What equipment have they?

Is there a Sunday School Athletic League? Describe it.

Are there men's and boys' clubs in churches? Name them.

Number in membership. Character of activities of each during a full year. Are they federated?

Playgrounds

- Are there any public playgrounds?
- Where located?
- How supervised?
- What is the daily attendance?
- What is the daily program?
- Under whose direction are they managed?
- What further grounds are available?
- Acreage?
- Who owns them?
- To what extent is the school a social center?
- Is there any natural local play center?
- If so, describe it.

Bathing

- What facilities are there for public bathing?
- Indoor or outdoor?
- To what extent used?
- What supervision is there for bathing?
 - (a) In the homes.
 - (b) In private institutions.

PUBLIC HYGIENE

Water Supply

- What is the source of the community's supply?
- What precautions are practiced to prevent pollution?
- Is it filtered?
- Have there been any typhoid epidemics?
- Is there a constant supply of cases?

Sewage

- Describe the method used by individual homes for the disposal of sewage? Where is it deposited?
- Are there open sewers?
- Is there a community system of sewage?
- Describe it.
- What becomes of it finally?

Garbage

- How is garbage disposed of?
- How often is it collected?

What kind of receptacles are used?

Source of the Food Supply

Is there official inspection?

Is any food on sale exposed?

State in detail:

What is the law in reference to foods?

Is it enforced?

What methods are used for protecting milk from contamination?

What is the sanitary condition of dairies?

What is the law and practice in reference to tuberculosis?
(See state laws on health. Find if local or county laws.)

LIVING AND WORKING CONDITIONS

What chief industries are located in the community?

What is the character of the work?

Are the sanitary conditions favorable?

To what extent are minors employed, and their ages?

What are the hours of work?

What opportunities are there for recreation?

What opportunities for lunches?

Are hot lunches available?

How do the workers use leisure hours?

Character of homes —

(a) How many one family.

(b) How many two family.

(c) How many three family.

Are there privies and to what extent?

Are there any houses that exceed in height the width of the street?

Welfare Work

Character of physical work done —

(a) By manufacturing plants.

(b) In other places.

What laws are there in reference to buildings?

SEX HYGIENE

1. Extent of the social evil.

2. Extent of impurity among boys.

3. What educational efforts are being used?

AGENCIES IN THE COMMUNITY DOING PHYSICAL BETTERMENT
WORK

1. Describe the health organization.
2. Are there any organized efforts to combat tuberculosis?
3. Are there any child welfare agencies?
4. Outdoor gardens?
5. Relief agencies?
6. Women's clubs, etc?

What Institutions Are There for Caring for the Sick and Dependent?

- (a) hospitals.
- (b) clinics.
- (c) dispensaries.
- (d) homes.

IMMIGRANTS

1. Number of each nationality.
2. Are there colonies of foreigners? Locate them.
3. Under what conditions do they live?
4. What educational efforts are being made in their behalf?

CRIME

Secure report of arrests for the year and classify them as to causes and the age.

RECOMMENDATIONS

The following are recommendations which were made in connection with a survey in a city of 38,000 and are included simply as a suggestion.

I. SPECIFICALLY TO THE ASSOCIATION

- I. That an extensive campaign of health education be conducted in the Association building through practical talks, lectures and study clubs.
- II. That the Association organize a medical staff to assist in the work of health education and physical examinations.
- III. That no young man or boy be admitted to the physical department of the Association without a preliminary physical examination.

- IV. That the Association plan an extensive campaign in the teaching of First Aid to the Injured, and that classes be formed to which employers shall be requested to send their employes, especially foremen and others who are in charge of groups of men.
- V. That the Association continue the promotion of community campaigns in the teaching of elementary swimming, making the lessons available to the public schools.
- VI. That a Health League chapter be formed which will take charge of these lectures and also promote such work in churches and social organizations. (For such work the material of the International Health League, consisting of moving picture films and illustrated slides, will be made available for use.)
- VII. That the Physical Training Committee suggest an outline of ten lectures on health topics, based upon the conditions revealed by the survey, together with the names of qualified speakers, which lectures can be used in the Association during the present season.
- VIII. That a systematic effort be made by the Physical Training Committee to introduce health talks in the various factories, and that the Committee notify these factories that it holds itself in readiness to advise employers with reference to the organization of physical welfare work in their establishments.
- IX. That a conference of Association leaders in the physical department and members of the executive staff of the Health Board be called for the purpose of bringing about a plan of cooperation between these two agencies in health education in the community as it touches the needs of young men and boys.
- X. That the Department of Health be requested to publish a monthly health bulletin dealing with the health problems of the city and that these be written in popular language with reference to educating the people and be given wide distribution.
- XI. That the Department of Health be requested to issue a special bulletin or pamphlet dealing particularly with the general health conditions of the city and indicating

the line of education. That the Association assist in giving wide distribution to these pamphlets.

- XII. That the Department of Health place on its mailing lists the names of the employed officers of the Association, as well as the members of physical department committees and leaders' corps.

II. GENERAL

- XIII. That Professor — be requested to write or suggest a pamphlet on Sex Hygiene for boys and another for men which can be used by the Association, and other agencies in the community, for an extensive educational campaign in this subject.

- XIV. That we commend the excellent work done by Professor —, the expert in sex education, in the special work done by him in lecturing to mothers' conferences and teachers' conferences and recommend the further extension of this work.

That the series of special studies in sex education designed for pre- and early-adolescent boys, prepared by Dr. Winfield S. Hall, be suggested to churches and other organizations for use in an educational propaganda under competent leadership. That the special committee outline a comprehensive plan of sex education for the entire community, including appropriate literature and a selected bibliography and carefully selected lectures.

- XV. That the special educational pamphlet on "Alcohol and Its Effect Upon Mental and Physical Efficiency," written specifically for Young Men's Christian Associations by the Scientific Temperance Federation of Boston, be circulated with reference to educating young men and boys in this subject; and that a similar pamphlet be secured on the cigarette and its effect upon the growing boy.

- XVI. That an endeavor be made to have life saving and swimming taught in the public swimming places, and that an attempt be made to furnish facilities to the public at the places for swimming under supervision.

- XVII. That the committee, through the combined efforts of the

different social and educational agencies of the community, plan an educational course of lectures and discussions on public hygiene dealing with such topics as the city's water supply, the sewerage system, garbage collection, food inspection, street cleaning, etc.

That an expert be asked to direct the course and after each subject is presented the official who is at the head of the particular public utility being discussed be requested to present to the study club conditions as they obtain in the city, how they can be improved, and how the members of the club in particular, or laymen in general, may be of assistance.

XVIII. That in view of the growing number of athletic activities and athletic organizations in the city, the Committee take steps to federate these existing athletic leagues and agencies dealing with such sports as track and field sports, swimming, football, baseball, etc., for the purpose of standardizing and promoting clean sport, and bringing athletic opportunities to the great masses of boys and men not now interested.

XIX. That the following reforms be recommended:

- (a) A more perfect and readily available statistical record of diseases, deaths, and births.
- (b) The codification and publication of the health laws.
- (c) Rigid requirements for the reporting of tuberculosis and other communicable diseases.
- (d) The speedy abolition of open privies.
- (e) The screening of manure piles.
- (f) The waging of a community-wide campaign against the house fly.
- (g) The appointment of additional health inspectors.
- (h) That the practice of midwifery be standardized and that a license be required by the city for such practice, and only those qualified be given such a license.

That the Committee bring this recommendation to the attention of the proper authorities.

XX. We approve the efforts now being made to furnish a pure public water supply and in the building of a new filtration plant. The system should, however, be constructed so as to be adequate whenever a large rain-

storm occurs. We recommend that if at all possible a sewerage system be devised so that at no time shall *untreated* sewage enter the river.

- XXI. That the department of physical training in the public and high schools be extended, looking toward the co-ordination of the present forms of physical activity now in force, e. g., medical examinations and athletics under the direction of an expert director of technical training, and that a graded course in systematic and scientific body building, consisting of calisthenics, gymnastics, play, personal and public hygiene, be developed.

That medical inspection be made of each child upon entrance in school and at least once more in mid-term.

That the physical work of the high school be placed under the direction of a special supervisor and that physical training be required of at least the first two classes.

That additional ungraded classes for backward children be organized to meet an insistent demand.

That the Public School Athletic League be made active and include in its program a comprehensive plan of physical activity.

- XXII. We recommend the organization of a Playground Association, composed of representatives of the permanent organizations of the city to cooperate with the agencies which have made the present playgrounds possible, that they give the work their moral and financial support and promote a campaign of education.

That the sum of at least one thousand dollars be raised this season for the employment of a Supervisor and enough assistants to man three or four centers; and to purchase some needed equipment for the different centers.

That women assistants be selected for special lines of work, one for games and folk dances, another for industrial lines, a third for kindergarten work. A schedule of interchange of these specialists be arranged so each specialty could be conducted at intervals in the several centers.

That assistants be young men of athletic ability, able to

conduct games and sports, and assist in conducting baseball leagues for employed boys, and others.

That the Supervisor should visit the different centers, organize baseball leagues for boys and men, interest older men in playground ball, volley ball to be played after supper.

We believe a moving picture machine, with pictures of an educational value for use at the different centers on scheduled nights announced in advance, would prove popular and do much good.

- XXIII. That the Sunday School Athletic League be more closely supervised, and a wider variety of physical activities introduced, including the teaching of personal hygiene; and that the athletic work be more closely correlated with the general work of the churches.

SUGGESTIVE FORMS OF FOLLOW-UP LETTERS

NO. 1. FOLLOW-UP LETTER TO FORMER (1913) PHYSICAL MEMBERS Dear Mr. . . .

I wrote you a few weeks ago about the renewal of your membership in this Department; and we have not heard from you. If you find it impossible to continue your connection with this department, I earnestly hope you will continue to be identified with the Association in some of its many activities—a large field of interests and diversions being open to you for the small membership fee of two dollars. I enclose a leaflet setting forth the general activities of the Boston Association.

As your name appears on a list of those who left articles of clothing in the lockers, let me call your attention to the enclosed slip which gives the rules governing the disposition of such.

Trusting to hear something from you at an early date, I am
Very sincerely yours,

NO. 2. LETTER TO TIME-EXPIRED MEMBERS (RECENT)

Dear Mr. . . .

I find on looking through our records that your membership in this Department has lapsed and has not been renewed. Of course we are loth to lose a man from our Department, for we feel that not only do we need you, but you need the good we can do for

you; so we are anxious to have you continue one of us. Especially now that we have such ample space and so many facilities and means of enjoyment.

Since you were last among us, full use is being made of the three handball and squash courts, with perfect ventilation. Also a corking new game, Indoor Golf, has been installed, at considerable expense, for the free use of all Department members.

Our Summer arrangements include provision for several outdoor activities here on our own ground, besides our camp in New Hampshire. Altogether, I feel that you have never had so much that is beneficial and enjoyable placed within your reach as we now have to offer.

I am anxious to have this Department serve the best interests of the members, and will therefore welcome any constructive criticism that you may have to make.

In case for any special reason you find it inconvenient at this time to make the full annual payment, we shall be glad to have you see the Membership Secretary, when an arrangement convenient to yourself can doubtless be made.

Hoping to hear from you, and with friendly regards, I am

Very sincerely yours,

NO. 3. LETTER TO ALL PRESENT PHYSICAL DEP'T MEMBERS
(ENCLOSING A RETURN POSTAL)

Dear Mr. . . .

We are anxious to have this Association serve as large a constituency as possible, and so are asking you as a special favor to give on the enclosed card the names of such of your friends as might be interested in the many privileges of the Department of Recreation & Health. If there should be anyone among those you name who might be influenced by a personal letter from yourself, would you kindly indicate him by a check-mark against the name?

Thanking you on behalf of the Association for your kindness in this matter, I am

Very sincerely yours,

BIBLE AND CHRISTIAN LIFE COURSES

The above are the courses suggested for young men, whose problems are mostly those of right living, overcoming temptation and the adjustment of the difficulties of daily life. We would

suggest that at as far as possible each be given a religious emphasis.

(a) FOR BOYS

1. *Courses for Younger Boys:*

4	What manner of man (Life of Christ) — W. D. Murray	.60
	Men Who Dared (O. T. Biography) — C. G. Trumbull, Student's Ed., 10; Teacher's Ed.....	.60
	Heroes of the Faith — Herbert W. Gates.....	.60

2. *Courses for High School Boys:*

	The Campaign of Friendship — F. M. Harris, Student's Ed., 10; Teacher's Ed.	.15
	Life and Works of Jesus — W. D. Murray, Student's Ed., .10; Teacher's Ed.....	.75
	Life of Paul — A. G. Leacock.....	.75
	Jesus the Leader (Advance Print) — F. O. Koehler, Student's Ed., .10; Teacher's Ed.....	.15
	Athletes of the Bible — B. D. Brink & Paul Smith..	.60
	Life Questions of School Boys — Prof. J. W. Jenks	.50

3. *Courses for Employed Boys:*

	Men Who Dared — C. G. Trumbull, Student's Ed., .10; Teacher's Ed.....	.60
	Christian Teaching on Social and Economic Questions Confronting Boys — C. C. Robinson.....	.50
	Personal Problems of Boys Who Work — Prof. J. W. Jenks	.40

4. *Courses for Sex Education:*

	(1) Boys 11 to 14, Life's Beginnings — Winfield S. Hall, M.D., Ph.D.....	.25
	(2) Boys 15 to 19, Developing into Manhood — Winfield S. Hall, M.D., Ph.D.....	.25

(b) FOR YOUNG MEN

	Life Problems — Burr-Doggett-Ball-Cooper	.25
	How to Deal with Temptation — R. E. Speer.....	.25
	Young Man's Questions — R. E. Speer.....	.80
	Principles of Jesus — R. E. Speer.....	.70
	Second Mile — H. E. Fosdick.....	.50
	Plain Man's Working View of Biblical Inspiration — A. J. Lyman	.25
	Call for Character — E. I. Bosworth.....	.25

APPROVED SEX EDUCATION LITERATURE

FOR PARENTS AND TEACHERS

Training the Young in Laws of Sex—Honorable E. Lytleton, Headmaster of Eton College.....	\$1.00
How Shall I Tell My Child—Mrs. Wood-Allen Chapman	.35
The Renewal of Life—Margaret W. Morley.....	1.10
The Boy Problem—Society of Sanitary and Moral Prophylaxis	.10
The Biology of Sex—T. W. Galloway, Professor of Biology, James Milliken University, Decatur, Ill.....	1.00

FOR BOYS FROM TEN TO FOURTEEN

Life's Beginnings—Winfield S. Hall, M.D., Ph.D.....	.25
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FOR BOYS FROM THIRTEEN TO SIXTEEN

From Youth Into Manhood—Winfield S. Hall, M.D., Ph.D.	.60
Developing Into Manhood—Winfield S. Hall, M.D., Ph.D.	.25
Almost a Man—Mary Wood Allen.....	.50

FOR YOUNG MEN

Reproduction and Sexual Hygiene—Winfield S. Hall, M.D., Ph.D.	.90
The Strength of Being Clean—A Study of the Quest for Unearned Happiness—President David Starr Jordan..	.50
Health and Hygiene of Sex (For college students)—Society of Sanitary and Moral Prophylaxis.....	.10
Eugenics and Racial Poisons—Society of Sanitary and Moral Prophylaxis	.10
Sexual Hygiene—Health Education League.....	.04

HEALTH TALKS

SUGGESTIVE OUTLINE OF TOPICS FOR HEALTH TALKS OR LECTURES

- "Mouth Hygiene and Health" (stereopticon).
- "The Relation of Health to Success in One's Vocation."
- "Patent Medicines and Home Medication."
- "Coughs, Colds and Catarrh."
- "The Ear, Nose and Throat."
- "Typhoid Fever—The American Infection" (stereopticon).
- "The Latest Facts about Tobacco and Alcohol."
- "Common Sense in Diet."
- "What Surgery Can and Can Not Do."
- "Sex and Health."
- "Why Abuse Our Feet?"

- "Body and Mind — Trained for Efficiency."
- "The Great White Plague — Consumption" (stereopticon).
- "Sex Diseases."
- "When to Consult a Physician."
- "Accidents and Emergencies."
- "Care of the Eyes."
- "How the Skin May Become a Disease Fighter."
- "How to Help a Drowning Person" (stereopticon).

THE SPORTSMEN'S CLUB OF AMERICA
ATHLETIC CARNIVAL, COLISEUM, MARCH 24-28

ENTRY BLANK

AMATEUR ATHLETIC FEDERATION NIGHT

HARRY BERKMAN, CHAIRMAN OF ATHLETIC COMMITTEE

WEDNESDAY, MARCH 25, 1914

TRACK AND FIELD EVENTS

*Any athlete in good standing in his organization, affiliated with the A. A. F.
may compete*

EVENTS

<i>Group (1)</i>		<i>Group (2)</i>	
Event 1.	50-Yard Dash.	Event 6.	Running Broad Jump.
" 2.	440-Yard Dash.	" 7.	One-Mile Run.
" 3.	880-Yard Dash.	" 8.	Three Standing Jumps
" 4.	Pole Vault.	" 9.	Shot Put, 12 Pounds.
" 5.	Climbing for Height.	" 10.	High Jump.

PRIZES

INDIVIDUAL EVENTS

First, 9 x 12 Shield. Second, Silver Medal. Third, Bronze Medal.

An additional prize will be given in each event of Group 2 to the one finishing first in his own group, such as the I. G. U., Y. M. C. A., High Schools, etc., provided he is not among the first three winners.

Entry Fee: First event, 35c; 20c for each additional event.

RELAY RACES

Event 11. One mile, 5 men to run. Limited to units in the following groups, and numbered according to color mentioned below:

I. G. U.—Red	West Parks — Orange and Black
Y. M. C. A.—Blue	South Parks — White
Boy Scouts — Khaki	North Parks — Purple
Sunday Schools — Orange	Municipal Parks — Black
Settlements — Gray	

Prize: Shield, 15 x 21. Entry Fee: \$1.50 per Team.

No shield will be given unless two teams or more are entered.

Entries close Wednesday, March 18th, with Mr. Chas. T. Essig, 944 First National Bank Building. No entries will be considered unless accompanied by fee.

Participants must report not later than 7:30 P. M. Track and field events will take place at the same time.

The size of the track is ten laps to a mile; built of wood, banked turns. Spiked shoes allowed.

(Reverse of announcement on preceding page.)

THE SPORTSMEN'S CLUB OF AMERICA

ENTRY BLANK

AMATEUR ATHLETIC FEDERATION NIGHT

Chicago,.....1914

Please enter me in the following:

NAME	ADDRESS	EVENT	AMOUNT
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

RELAY TEAM

NAME OF TEAM	ADDRESS	EVENT	AMOUNT
1			
2			
3			
4			
5			

Enclosed please find _____ for \$_____ in payment.
Organization.

Entries Close March 18, 1914.

Mail Entries to Chas. T. Essig, Room 944 First National Bank
 Building, Chicago

Phone.....

Instructor.

COMMITTEE

H. Berkman, Chairman

J. S. Andersen, E. W. Brandenburg, H. J. Reynolds, E. C. Doty,
 Chas. Cann, W. F. Hine.

Amateur Athletic Federation Basket Ball Championships

135 lbs. CLASS

Dates Preliminaries commencing Monday, March 16, 1914

Place Will be announced later.

Entry Fee An entry fee of \$2.50 will be required of each team. This fee must accompany each application. All applications must be made on this blank.

Prizes First Place—A handsome Shield and A.A.F. Championship Gold Medals for seven players.
Second Place—Silver Medals for seven players.
Third Place—Bronze Medals for seven players.

Name of Team Entering _____

Representing _____

Name of Manager _____ Business Phone No. _____

Address _____ Home Phone No. _____

PLAYERS	THUMB PRINT	PLAYERS	THUMB PRINT
1. Name _____		5. Name _____	
Address _____		Address _____	
2. Name _____		6. Name _____	
Address _____		Address _____	
3. Name _____		7. Name _____	
Address _____		Address _____	
4. Name _____		8. Name _____	
Address _____		Address _____	

I, Director or Principal of _____ certify that the above named players are eligible to compete on this team in the Amateur Athletic Federation Tournament under the rules of said organization.

Signed _____

Position _____

Entries close with Mr. A. Hammesfahr, 1415, No. 5 So. Wabash Ave., Monday March 9th, at 6 P. M. Drawings for the games will be conducted by the Basket Ball Committee on Thursday, March 12th, at 12 o'clock noon at the Central Y. M. C. A. club room, 5th floor. At this time protests and appeals will be heard by the committee. Managers should be at this meeting.

Basket Ball Committee

R. A. ALLEN, Y. M. C. A.
(West Side.)

E. C. DOTY, Center's

A. HAMMESFAHR, (Cook County
Sunday School Assn.)

R. G. REYNOLDS, South Park

L. E. HAYN, Municipal Parks

C. C. WILLARD, High Schools

Requirements and Information

Teams that are vouched for by the following organizations composing the Amateur Athletic Federation may enter: South Parks, West Parks, North Parks, Municipal Playgrounds, Turner Societies, Y. M. C. A., Athletic Dept. Cook Co. Sunday School Assn., Cook Co. High Schools, Chi. Public High Schools, Suburban High Schools, Boy Scouts, Social Centers and Settlements.

Not more than eight men may be entered as composing one team.

The right to reject any entry is reserved by the Committee.

No player or team may enter both the 135-pound class and the unlimited weight class.

Amateur Athletic Federation Rules will govern with such necessary changes as shall from time to time be made by the Committee.

Teams must furnish their own ball for practice. The ball for tournament games will be furnished.

Numbers for players will be furnished, and no player will be allowed to compete without a number.

Players' ticket of admission are not good after the evening on which their team is eliminated from the tournament.

All players must be eligible in their own organization.

The eligibility rules are Section V., clauses d., e., and f. which read as follows:—

d. An athlete who has represented any organization within a year shall not be eligible to represent any other organization without securing a written transfer signed by a responsible official of the organization first represented.

e. An athlete transferred shall not be eligible to compete in Federation championships until thirty days after his transfer has been accepted by the organization receiving him.

f. An athlete transferred a second time shall not be eligible to compete in Federation championships until six months after his transfer has been accepted by the organization receiving him.

LOCKER CARD

Locker No.
Com. or Key
Name
Individual No.
Date of Joining
Expiration

INDEX CARD

Jan. Feb. Mar. Apr. etc.

Name	
Residence Address	Phone No.
Business Address	Phone No.
Locker No.	Date
No. of Individual	Date of Membership Exp.
Interests — Class, Handball, Basketball, Athletics, Boxing, Wrestling, Fencing, Aquatic, Camp, etc.	

GOODS REMOVAL NOTICE

No.	Locker No.	Name
Date goods removed		
When Notified		
Articles Removed		
Pants	Shirts	Shoes Supporters
Sweaters	Balls	Gloves, etc.
Date When Called For		
Disposition of Goods		
Received from		Y M. C. A.
Signed		

LOCKER NO.....

TO UNLOCK.

- 1 — Push knob in and turn to the right or left (as the case may be) until it comes to a stop.
- 2 — Turn knob in opposite directions the following clicks..... (no click for fractions).
- 3 — Pull out the knob with slight left turn, turn to right.
- 4 — Turn handle to the left and open the door.

TO LOCK.

- 1 — Close door, throw handle down hard.
 - 2 — Turn knob left, push in and turn left and right.
- Try locker before leaving so as to make sure it is locked.
-

Valuables should be left at the main office. Lockers are but a means of convenience and the management does not hold itself responsible for losses.

If you cannot open your locker, ask the clerk or one of directors to assist you.

HINTS

- 1 — To get satisfactory results, one should plan to exercise not less than three times per week in the gymnasium.
- 2 — Go to the bath immediately after exercise and take a warm shower first, then cool the water gradually to cold.
- 3 — A three minute shower and a five minute rub produces excellent results.
- 4 — Exercise should be supplemented with sufficient sleep, good ventilation everywhere and proper food properly eaten.

No.	Name	Gymnasium Natatorium Business Athletics																															
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total
Jan.																																	
Feb.																																	
Mar.																																	
Apr.																																	
May																																	
June																																	
July																																	
Aug.																																	
Sept.																																	
Oct.																																	
Nov.																																	
Dec.																																	

Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec

Number

LOCKER RECORD

EXPIRES

Name

Address

Privileges

No. of locker or box

Key

Combination

Goods stored

ESPECIALLY INTERESTED IN—

Class Work, Apparatus Work, Tumbling, Fencing, Wrestling, Boxing, Basket-Ball, Base-Ball (indoor or outdoor) Handball, Tennis, Swimming, Summer Camp, Indoor Athletics, Track and Field, First Aid-Hygiene, Gym., Men's Bible Classes.

Willing to give advice?

Hours of Employment

Occupation

Age

Signature for goods received

B. Y. M. C. A.

SHORE-HOPLAND CO. 14813

ORIGINAL

Physical Department Locker Blotter

No 151

DATE

NAME	ADDRESS	No. of Box	Date of Ticket	Kind of Privileges	Date of Privileges	Issued to
					for Expenses	

SAMPLE SCHEDULE FOR A WHOLE CLASS OF SEVERAL SQUADS FOR A MONTH
YOUNG MEN'S CLASS

Date	Calisthenics	Graded Apparatus				Massed Class	
		Elementary		Intermediate		Apparatus	Recreation
Jan. 3	Free Ex. 1	Hor. Bar 1	S. Horse 4	Ring 1	L. H. Bar 4	Jumping Standards 1	Maize Run
Jan. 7	Dumb Bells 1	S. Horse 1	Ring 4	L. H. Bar 1	Parallels 4	Buck 1	3 Deep Tag
Jan. 10	Wand 1	Rings 1	L. H. Bar 4	Parallels 1	Ladder 4	Springboard 1	Med. Ball Race
Jan. 14	Dumb Bells 1	L. H. Bar 1	Parallels 4	H. Ladder 1	S. Horse 4	Springboard & Standards 1	Leapfrog Race
Jan. 17	Free Ex. 2	Parallels 1	H. Ladder 4	S. Horse 1	Ring 4	Run High jump	Team Race
Jan. 21	Dumb Bells 2	H. Ladder 1	S. Horse 5	Ring 2	L. H. Bar 5	Elephant 1	Relay Race
Jan. 24	Wands 2	S. Horse 2	Rings 5	L. H. Bar 2	Parallels 5	Two Bucks 1	Med. Ball Game
Jan. 28	Free Ex. 3	Rings 2	L. H. Bar 5	Parallels 2	H. Ladder 5	Two Horses 1	3 Deep Tag
Jan. 31	Dumb Bells 3	L. H. Bar 2	Parallels 5	H. Ladder 2	S. Horse 5	Buck High	Hopping Race

LEADER'S INSTRUCTION CARD

LEADER'S CARD

NAME.....

DATE	CLASS	APPARATUS	GRADE	SERIES

REGISTRATION CARD FOR GRADED CLASSES

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Name Date

Address

Former Experience

Former Grade Div.

Assigned Grade Div.

Dropped Cause.....

.....



FIT YOURSELF

for
MODERN STRAIN
 by scientific training in
GRADED CLASSES
 or by individual exercise
EXPERT DIRECTOR

YMCA GYMNASIUM

GRADED READING COURSE FOR PHYSICAL
DIRECTORS

ELEMENTARY

Bibliography of Physical Training — J. H. McCurdy
 Bibliography of Physical Training — H. T. Bridges
 Gymnastic Nomenclature — Physical Directors' Society

(a) Calisthenics

Classified Exercises — A. K. Jones
 Graded Calisthenics — A. B. Wegener ,,
 Indian Club Swinging — A. K. Jones

(b) Gymnastics

Gymnastics — Jenkins
 Light Gymnastics — Anderson
 Best Methods of Teaching Gymnastics — Anderson
 Graded Gymnasium Exercises — Physical Directors' Society
 Koehler Method of Physical Drill — W. H. Wilbur

(c) Marching

Manual of Marching — E. Berry and G. Cornell

(d) Games

Indoor and Outdoor Games — A. M. Chesley
 Games for School, Home and Playground — Jessie Bancroft

(e) Special

Stall Bar Exercises — Nissen
 A Manual on Wrestling — W. W. Hastings & W. E. Cann
 Boxing for Beginners (chap. on Bayonet Fighting) —
 W. J. Jacomb
 Art of Swimming — Nelligan
 At Home in the Water — George H. Corsan

(f) Athletics

Basket Ball Rules — Spalding Library
 Football Rules — Spalding Library
 Athletic Primer — J. E. Sullivan — Spalding Library

Hand Ball Rules — Spalding Library

Volley Ball — Physical Directors' Society in A. L. N. A.
Handbook

Practical Track and Field Athletics — Graham and Clark
Training — McLaren

(g) Massage

Massage — Ostrum

Mechano-therapy — Mitchell and Gulick

(h) Philosophical

Physical Education by Muscular Exercise — Gulick

The Coming City — Ely

(i) Physical Diagnosis and Measurements

Anthropometry — J. W. Seaver

Physical Diagnosis — Cabot

(j) Anatomy and Physiology

Anatomy — Henry Gray

Textbook of Physiology — Howell

Human Body (Advanced Course) — Martin

Human Physiology — Starling

(k) First Aid and Medical Gymnastics

Immediate Care of the Injured — A. S. Morrow

The Human Mechanism — Hough and Sedgwick

Handbook of Medical Gymnastics — Dr. Anders Wide

(l) Personal Hygiene

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Making Life Worth While — Herbert Fisher

Good Health — Jewett

Reproduction and Sexual Hygiene — Dr. W. S. Hall

Health, Strength and Power — Sargent

(m) General

History of the North American Young Men's Christian
Associations — Morse

Life of Sir Geo. Williams

Life of Robert McBurney

(n) Societies and Journals

Physical Directors' Society of the Young Men's Christian Association of North America including *Physical Training*
American Physical Education Association including *American Physical Education Review*

ADVANCED

(a) Biological

Growth and Education — John M. Tyler
The Child; a Study in the Evolution of Man — Chamberlain
Man and Woman — Havelock Ellis
Fundamentals of Child Study — Kirkpatrick
Outlines of Evolutionary Biology — Dendy
Man an Adaptive Mechanism — Crile

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Heredity — Thompson
Heredity and Environment — Conklin
Heredity in Relation to Eugenics — Davenport
Social Direction of Human Evolution — Kellicott
Natural Rights — Ritchie
Effects of Tropical Light on White Men — Woodruff
Coming Generation — Forbush

(c) Technical

Special Kinesiology of Educational Gymnastics — Baron Nils Posse
Text-book of German-American Gymnastics — Wm. Stecher
Progressive Gymnastic Day's Orders — Enebuske
Public School Athletic League Official Handbook — Spalding Library

(d) Physiological

Studies in Physiological Chemistry — Chittenden
The Growth of the Brain — Donaldson

(e) Psychological

Adolescence, 2 vols. — G. Stanley Hall
Outlines of Physiological Psychology — Ladd

Psychology — James (Advanced), 2 vols.
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Psychology of the Emotions — Ribot
Psychology — Angell
Psychology and Industrial Efficiency — Munsterburg
Psychology in Daily Life — Seashore

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Rational Living — King
Manual of Personal Hygiene — Pyle
Physical Effects of Smoking — Fisher & Berry
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Doty, M.D.
How to Live — Fisher & Fiske

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The Boy Problem — Forbush
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State and Local Board of Health Reports
Pure Sociology — Ward
General Sociology — Small
Elements of Sociology — Giddings
Social Organization — Cooley

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Elements of the Science of Nutrition — Graham Lusk
The Fundamental Basis of Nutrition — Lusk

Physiological Economy in Nutrition — Chittenden
 Blood and Blood Pressure — Oliver
 Physiology of Bodily Exercise — Lagrange
 Fatigue — Angelo Mosso
 Student's History of Philosophy — Rogers
 Ethics — Dewey and Tufts
 Origin and Growth of the Moral Instincts — Sutherland,
 2 vols.
 Education as Adjustment — O'Shea
 Education in Religion and Morals — Coe
 Education — Thorndike

(j) Play

Play of Animals — Karl Groos
 Play of Man — Karl Groos

(k) Societies and Periodicals

American Physical Education Association including *American Physical Education Review*
 American Association for the Advancement of Science and
 the weekly periodical *Science*
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Popular Science Monthly
Survey
Physical Training
Association Men
Mind and Body

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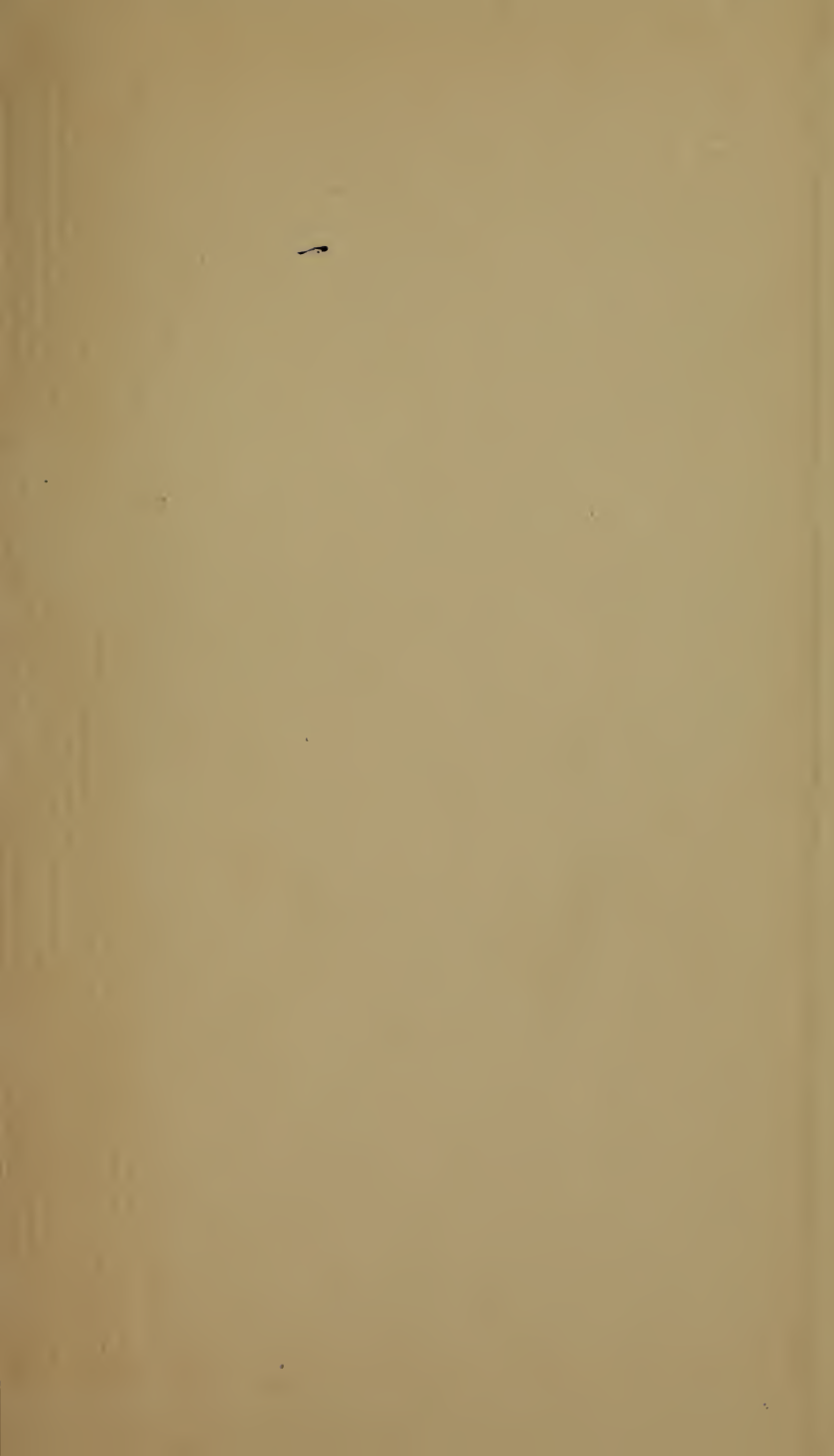
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